

TOWN OF HUDSON

Board of Selectmen



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6024 · Fax: 603-598-6481

HUDSON, NH BOARD OF SELECTMEN

October 22, 2019

7:00 p.m.

BOS Meeting Room at Town Hall

Agenda

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. ATTENDANCE
4. PUBLIC INPUT
5. RECOGNITIONS, NOMINATIONS, APPOINTMENTS AND RESIGNATIONS
 - a) Resignation of Benson Park Committee member, Casey Davies
6. CONSENT ITEMS
 - A. Assessing Items
 - 1) Current Use Lien Release - Map 178, Lot 34-16, Teagans Way
 - B. Water/Sewer Items - None
 - C. Licenses & Permits & Policies
 - 1) Tag Day Permit - Salvation Army
 - D. Donations
 - 1) \$486.20 from AAT Photo LLC, dba Clix New England
 - E. Acceptance of Minutes
 - 1) Minutes of the October 8, 2019 Meeting

F. Calendar

10/22 7:00 Board of Selectmen - BOS Meeting Room
10/23 7:00 Planning Board - Buxton Meeting Room
10/24 3:00 Trustees of the Trust Fund - Buxton Meeting Room
10/24 7:00 Zoning Board of Adjustment - Buxton Meeting Room
10/24 7:00 Board of Selectmen/Budget - BOS Meeting Room
10/28 7:00 Sustainability Committee - Buxton Meeting Room
10/29 12:00 ZBA Application Deadline
10/31 - Trick or Treat - 6 p.m. - 8 p.m.
10/29 7:00 Board of Selectmen/Budget - BOS Meeting Room
11/05 7:00 Board of Selectmen/Workshop - BOS Meeting Room
11/07 6:30 Recreation Committee - BOS Meeting Room
11/07 7:00 Benson Park Committee - Hudson Cable Access Center
11/11 - Town Hall Closed - Veterans Day

7. OLD BUSINESS

A. Votes taken after Nonpublic Session on October 8, 2019

- 1) *Motion by Selectman Coutu, seconded by Selectman McGrath, to seal the minutes, carried 5-0.*
- 2) *Motion by Selectman Coutu, seconded by Selectman Roy, to approve the Town Clerk/Tax Collectors request to buy out 80 hours of vacation time, carried 5-0.*
- 3) *Motion to adjourn at 9:06p.m. by Selectman Coutu, seconded by Selectman Roy, carried 5-0.*

8. NEW BUSINESS

- A. Water Main Acceptance - Lee Way
- B. Request for corridor Funds - Traffic Camera Software Licenses
- C. Request for Corridor Funds - Lowell Rd. Traffic Light Upgrades
- D. Renaming of Position and Job Description, Request to Post for Position
- E. Hillsborough County Registry of Deeds Fees
- F. Bid Recommendation - Multi-use Athletic Field Assessment
- G. Retirement of Firefighter/Paramedic, Thomas Sullivan
- H. Resignation of Lieutenant/AEMT, Dennis Haerinck
- I. Retirement of Deputy Chief, John J. O'Brien
- J. Meeting Schedule 2020

9. REMARKS BY SCHOOL BOARD

10. OTHER BUSINESS/REMARKS BY THE SELECTMEN

11. NONPUBLIC SESSION

RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted;

(b) The hiring of any person as a public employee; and

THE SELECTMEN MAY ALSO GO INTO NON-PUBLIC SESSION FOR ANY OTHER SUBJECT MATTER PERMITTED PURSUANT TO RSA 91-A:3 (II).

12. ADJOURNMENT

Reminder...

Items for the next agenda, with complete backup, must be in the Selectmen's Office no later than 12:00 noon on November 7, 2019.

10.22. Agenda

Weissgarber, Lorrie

From: Casey Davies <caseyhdavies@outlook.com>
Sent: Tuesday, October 8, 2019 9:46 AM
To: Weissgarber, Lorrie
Subject: Re: Benson Park Committee

RECEIVED
OCT 08 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

Hi Lorrie!

Yes, my apologies. I'll no longer be serving on the committee because I have moved out of town.

Let me know if there's anything else you'll need from me!

Thank you!

Casey Davies
Get [Outlook for iOS](#)

From: Weissgarber, Lorrie <lweissgarber@hudsonnh.gov>
Sent: Monday, October 7, 2019 10:27:24 AM
To: Casey Davies <caseyhdavies@outlook.com>
Subject: Benson Park Committee

Good morning Casey,

I'm reaching out for the Benson Park Committee for the updating of membership status. It had been brought to the attention of Dick Empey that you may be vacating your position on the Committee due to the fact you may be moving out of Hudson. Either way, would you please advise us of your position?

Have a great day!

Much appreciated,

Lorrie Weissgarber
Administrative Aide

12 School Street
Hudson, NH 03051
Office: (603) 886-6024
Fax: (603) 598-6481

Town of Hudson



Agenda
10-22-19



TOWN OF HUDSON

Office of the Assessor

Jim Michaud
Chief Assessor, CAE
email: jmichaud@hudsonnh.gov
www.hudsonnh.gov

RECEIVED
1 OCT 17 2019
TOWN OF HUDSON
SELECTMENS OFFICE



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

MEMORANDUM

TO: Board of Selectmen
Steve Malizia, Town Administrator

FROM: Jim Michaud, Chief Assessor

DATE: October 22, 2019

RE: Current Use Lien Release
Map 178 Lot 34 – 16 Teagans Way

The attached Current Use Lien Release for the above referenced site is for the BOS's review and consideration. The land to come out of current use in this subdivision is a lot that was sold by the owner to another, that resulted in land less than 10 acres being owned under identical ownership. We have reviewed the subdivision documents that created this new parcel, as well we have reviewed vacant land sales from 2018 and 2019 and have determined a market value of \$125,000 for this site. There is an array of sales data that lends support for the market value estimate.

DRAFT MOTION

Motion to approve the attached Current Use Penalty Lien Release for Map 178, Lot 34, as recommended by the Chief Assessor.

CurrUseLienRelease16TeagansWayBOSMemo

6-A.1

FORM **A-5** NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
LAND USE CHANGE TAX

STEP 1 PROPERTY OWNER(S) AND RESPONSIBLE PARTY (if applicable)

PLEASE TYPE OR PRINT	LAST NAME ABUCEWICZ	FIRST NAME WALTER	INITIAL S
	LAST NAME ABUCEWICZ	FIRST NAME MURRAYANN	INITIAL
	RESPONSIBLE PARTY, IF OTHER THAN PROPERTY OWNER [RSA 79-A:7, II(e)]		
	STREET ADDRESS 63 KIMBALL HILL RD		
	ADDRESS (continued)		
	TOWN/CITY HUDSON	STATE NH	ZIP CODE+4 03051

STEP 2 PROPERTY LOCATION

PLEASE TYPE OR PRINT	STREET 16 TEAGANS WAY					
	TOWN/CITY HUDSON			COUNTY HILLSBOROUGH		
	NUMBER OF ACRES 1.818	CHECK ONE: PARTIAL RELEASE <input checked="" type="checkbox"/> FULL RELEASE <input type="checkbox"/>		BOOK # 9191	PAGE # 928	
	MAP # 178	LOT # 034	MAP # #11751	LOT #	MAP #	LOT #

STEP 3 LOCAL IDENTIFICATION OF LAND BEING DISQUALIFIED

(a) Owners Name of Record When Land Was First Classified ALEX ABUCEWICZ	BOOK # 2716	PAGE # 684
(b) Number of Acres Originally Classified	26.7(S/B 27.7)	
(c) Number of Acres Previously Disqualified	1.012	
(d) Acres Disqualified per this Assessment	1.818	
(e) Number of Acres Remaining in Current Use [3(b) minus 3(c) and 3(d)]	24.87	

STEP 4 ASSESSMENT OF LAND USE CHANGE TAX

(a) Narrative description of the disqualification: LOT SOLD 7/15/2019, SITE LESS THAN 10 ACRES UNDER IDENTICAL OWNERSHIP	
(b) Actual Date of Change in Use (MM/DD/YYYY)	7-15-19
(c) Full and True Value at Time of Change in Use	\$ 125,000
(d) Land Use Change Tax [Step 4(c) x 10%]	\$ 12,500.00

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
LAND USE CHANGE TAX

STEP 5 SIGNATURES OF A MAJORITY OF SELECTMEN/ASSESSORS

TYPE OR PRINT NAME (in black ink) DAVID S. MORIN	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) KARA ROY	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) ROGER E. COUTU	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) MARILYN McGRATH	SIGNATURE (in black ink)	DATE
TYPE OR PRINT NAME (in black ink) NORMAND G. MARTIN	SIGNATURE (in black ink)	DATE

STEP 6 LAND USE CHANGE TAX NOTICE (TO BE COMPLETED BY LOCAL ASSESSING OFFICIALS)

PLEASE TYPE OR PRINT	LAST NAME ABUCEWICZ	FIRST NAME WALTER S. & MURRAYANN
	ADDRESS	
	ADDRESS (continued) 63 KIMBALL HILL RD	
	TOWN/CITY HUDSON	STATE NH
(a) Date of Release (MM/DD/YYYY) 10/22/2019		
(b) Date of Bill (MM/DD/YYYY)		
(c) Full and True Value at Time of Change in Use		\$ 125,000
(d) Total Tax Due		\$ 12,500.00

STEP 7 CHECKS PAYABLE TO AND MAILED TO (TO BE COMPLETED BY TAX COLLECTOR)

(a) Make Check Payable to: TOWN OF HUDSON		
(b) Mail To:	NAME TOWN OF HUDSON, C/O PATTI BARRY, TOWN CLERK/TAX COLLECTOR	
	ADDRESS 12 SCHOOL STREET	
	TOWN/CITY HUDSON	STATE NH
(c) Tax Collector's Office Location: 12 SCHOOL STREET, HUDSON, NH 03051		
(d) Tax Collector's Office Hours: 8 AM - 4:30PM MONDAY THRU FRIDAY, 8 AM - 7:00PM THURSDAY		
(e) Include a separate check in the amount of \$ <u>16.49</u> Payable to <u>HILLSBOROUGH COUNTY REGISTRY OF DEEDS</u> for recording fee at County Register of Deeds.		
(f) Payment of this tax is due no later than 30 days after mailing of this bill. Interest, at the rate of 18% per annum, shall be due if this tax is not paid on or before _____		

STEP 8 ACKNOWLEDGMENT OF PAYMENT

SIGNATURE (in black ink) OF TAX COLLECTOR	DATE PAID

FORM
A-5W

NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION
WARRANT FOR LAND USE CHANGE TAX

STEP 1 - TAX COLLECTOR'S WARRANT FOR LAND USE CHANGE TAX IN THE MUNICIPALITY OF:

NAME OF MUNICIPALITY HUDSON		
STREET ADDRESS 12 SCHOOL STREET		
MAILING ADDRESS		
MUNICIPALITY HUDSON	STATE NH	ZIP CODE 03051

STEP 2 - COLLECTION OF LAND USE CHANGE TAX

(a) State of New Hampshire, County of: HILLSBOROUGH	
(b) To: PATTI BARRY	Municipal Collector of taxes
(c) for the municipality of: HUDSON	in said County.
(d) In the name of said State you are directed to collect the LAND USE CHANGE TAX in the list herewith committed to you, amounting in all of the sum of: Interest at 18% will be assessed after 30 days.	\$ 12,500.00
(e) Given under our hands at 7:00pm	
(f) This day of OCTOBER 22, 2019	
(g) LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY WALTER S. & MURRAYANN ABUCEWICZ	
LANDOWNER NAME OR RIGHT -OF- WAY RESPONSIBLE PARTY MAILING ADDRESS 63 KIMBALL HILL RD, HUDSON, NH 03051	
(h) MUNICIPAL TAX MAP 178-034-000	LOT NUMBER ACCT#11751

STEP 3 - SIGNATURES OF A MAJORITY OF THE MUNICIPAL ASSESSING OFFICIALS

TYPE OR PRINT NAME (in black or dark blue ink) DAVID S. MORIN	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) KARA ROY	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) ROGER E. COUTU	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) MARILYN MCGRATH	SIGNATURE (in black or dark blue ink)	DATE
TYPE OR PRINT NAME (in black or dark blue ink) NORMAND G. MARTIN	SIGNATURE (in black or dark blue ink)	DATE



**TAG DAY SALES
Hudson, NH**

Agenda
10-22-19
G.C. I

RSA 31:91
Soliciting Funds

The right to grant permits for soliciting funds for charitable purposes and for the sale of tags, flowers or other objects for charitable purposes shall be vested in the mayor, aldermen of a city or the selectmen of towns.

Instructions to obtain Tag Day Permit:

- 1) Submit a letter to the Board of Selectmen at 12 School Street, Hudson, NH 03051, stating the date, time and location that the collection of funds will take place (or fax to 603-598-6481).
- 2) Indicate how the collected funds will be used/distributed or to whom it will benefit or to whom the funds will be collected on behalf of. Include verification of being properly registered with the NH Attorney General's Office, Division of Charitable Trusts, unless exempt, i.e., governmental subdivisions or religious organizations, who shall provide verification they are the bona fide representative of an exempt entity (RSA 7:19, ct scq).
- 3) Include name, address, phone number and e-mail of a contact person in case there are questions, concerns or if additional information is required.
- 4) Include a signed letter of permission from the establishment where the collection of funds will take place.

For Office Use Only

Organization *The SALVATION ARMY*

 Approved Denied by Board of Selectmen on

If denied, reason

Chairman, Board of Selectmen

The Salvation Army
1 Montgomery Avenue
Nashua, New Hampshire 03060

Telephone 603.889.5151



Captains Wayne and Elizabeth Bink, Corps Officers

RECEIVED
OCT 17 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

October 17, 2019

To The Town of Hudson Board of Selectmen:

The Salvation Army of Nashua is seeking approval from the Town of Hudson Board of Selectmen to hold our annual kettle campaign this Christmas season. The location will be at Market Basket, 212 Lowell Rd, from November 11 through December 24, 2019.

The kettle campaign is The Salvation Army's largest fundraiser for the organization. Funds go towards running programs, social services, utility and rent assistance, and food for those in need. The Salvation Army serves those in Nashua, Hudson, and the surrounding towns.

Please contact Amie Groff at 603-889-5151 or amie.groff@use.salvationarmy.org with any questions or concerns, or if any additional information is required.

Sincerely,

Amie Groff
Development and Community Relations Manager

*on NH
Charitable
organization
LIST
10-27-19*



October 1, 2019

Cassidy Bowers
Salvation Army
25 Shawmut Road
Canton, MA 02021

Dear Cassidy:

This letter is to inform you that your organization has been granted permission to hold a fund-raising event at the store listed below between the hours of 9:00AM – 3:00PM. **However, it is the responsibility of the organization to acquire the appropriate permits if required by the town.** At the request of our customers, we have put into effect the following guidelines your volunteers are required to adhere to. DeMoulas Super Markets, Inc. has the right to curtail any fund-raising events we feel necessary.

1. Upon arriving at the store you must check in with the store manager.
2. Children under the age of fourteen are required to have adult supervision with them at all times.
3. There should never be more than two people from your organization at the store at any given time.
4. Fund-raising events should take place outside the store at least 10 feet away from the entrance/exit doors. Do not interrupt the flow of traffic entering and exiting the building.
5. All volunteers representing your organization must be well groomed and properly attired. They should present themselves in a courteous and friendly manner at all times.
6. Volunteers must allow the customer to approach them.
7. The person representing you should be located at the entrance door only.
8. If a table is being set up, discuss with the store manager where it should be located.

If you have any questions pertaining to this notice, please contact Lori Page at (978) 851-8000. We wish you luck in your endeavor!

DeMoulas Super Markets, Inc.

STORE LOCATION: All Stores

DATE(S): Nov. 11-Dec. 24



TOWN OF HUDSON
RECREATION DEPARTMENT

G.P.1 Agenda
10-22-19

12 Lions Avenue Hudson, New Hampshire 03051 603/880-1600



TO: Steve Malizia

FROM: David Yates *DYates*

DATE: October 9, 2019

SUBJECT: Selectmen Meeting Agenda Item

RECEIVED

OCT 17 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

Could you place the following item on the agenda of the next Board of Selectman Meeting.

Received contribution to the Recreation Department from AAT Photo LLC, dba Clix New England, 224 Main St Ste 3D, Salem, NH 03079-3193 in the amount of \$486.20. Request the BOS approval of this amount to be put in the Recreation Donation Account.

Thank You.

HUDSON, NH BOARD OF SELECTMEN

Minutes of the October 8, 2019 Meeting

1. CALL TO ORDER - by Chairman Morin for the meeting of October 8, 2019 at 7:00 p.m. in the Selectmen's Meeting Room at Town Hall.

2. PLEDGE OF ALLEGIANCE - led by Town Planner Brian Groth.

3. ATTENDANCE

Board of Selectmen: David Morin, Kara Roy, Roger Coutu, Marilyn McGrath, Normand Martin.

Staff/Others: Steve Malizia, Town Administrator; Fire Chief Robert Buxton; Brian Groth, Town Planner, Diana LaMothe, School Board Member; Len Lathrop, Trustee of Trust Fund, and the Hudson Historic Commission

4. PUBLIC INPUT

Chairman Morin asked does anyone in the audience wish to come speak to the Board of Selectmen. Seeing none, we'll move on.

5. RECOGNITIONS, NOMINATIONS, APPOINTMENTS AND RESIGNATIONS

a) Recognition of Ruth M. Parker

Chairman Morin stated tonight we have a special presentation we'll be making but before we make it I'd just like to read a brief thing about the person that we're recognizing tonight.

"Ruth M. Parker is a lifelong resident of Hudson. Her family members have been residents of the community since colonial times. She inherits her interests in history of the community from her parents Ruth E. and Charles Parker. Ruth attended Hudson schools and graduated from Alvirne High School in 1957. She graduated from UNH in 1961 with a degree in mathematics. Coincidentally on the same day, her mother received her Master's Degree from UNH.

Ruth's career led to work in the computer industry including United Aircraft and Digital. Throughout her life she has followed her family's interest in history and the community. A lifelong member of DAR, Ottarnic Range, First Baptist Church of Hudson, Trustee, Treasurer, and active in numerous committees of the Hudson Historical Society serving as past President and on the Board of Directors. The New Hampshire Society of Genealogist and the New Hampshire Historical Genealogical Society. Ruth is currently a Trustee of the Alvirne High School Trust and the West View Cemetery.

Ruth was named Hudson Citizen of the Year in 2007 by the Hudson Chamber of Commerce. Ruth is well-known for her weekly article, "Remember Hudson When" in the Hudson/Litchfield News."

Tonight the Board of Selectmen and the Town of Hudson are proud to name "Ruth M. Park, Town Historian". I'll just read what's on the plaque, "An honorary position where she can continue to use her knowledge and love of Hudson to preserve the past and enrich the future of our community. Declared by the Board of Selectmen this day October 8, 2019". Thank you very much Ruth.

Ruth Parker said thank you. This was very unexpected. I do love to do what I do. What else can I say? It's fun to twist down and chase down all the stories and all of the people. I never expected anything like this. I love you all and thank you very much.

6. CONSENT ITEMS

Chairman Morin asked does any Board member wish to remove any item for separate consideration.

Motion by Selectman Coutu, seconded by Selectman Roy, approve Consent Items, A, B, C, D, E, and F as noted and appropriate, carried 5-0.

A. Assessing Items

- 1) Veteran Tax Credit / Map 183, Lot 35 / 2 Blackstone St.; w/recommendation to grant

B. Water/Sewer Items - None

C. Licenses & Permits & Policies

- 1) Raffle Permit - Knights of Columbus
- 2) Request to Solicit Funds - Knights of Columbus

D. Donations - None

E. Acceptance of Minutes

- 1) Minutes of the September 24, 2019 Meeting

F. Calendar

10/09 7:00 Planning Board - Buxton Meeting Room
10/14 CLOSED - Columbus Day
10/15 7:00 Municipal Utility Comm. - Buxton Meeting Room
10/16 6:00 Library Trustees - Hills Memorial Library
10/17 7:00 Benson Park Comm. - HCTV
10/21 7:00 Conservation Comm. - Buxton Meeting Room
10/22 7:00 Board of Selectmen - BOS Meeting Room
10/23 7:00 Planning Board - Buxton Meeting Room
10/24 3:00 Trustees of the Trust Fund - Buxton Meeting Room
10/24 7:00 Zoning Board of Adjustment - Buxton Meeting Room
10/28 7:00 Sustainability Committee - Buxton Meeting Room
10/29 12:00 ZBA Application Deadline

7. OLD BUSINESS

- A. *Motion by Selectman McGrath, seconded by Selectman Roy to authorize the Fire Chief to hire Paula Orendorf for the position of Administrative Aide II in the Fire Department at a starting rate of \$18.49 per hour (step1) effective Monday, October 21, 2019. This assignment will be a non-exempt position in accordance with the Hudson Support Staff Union, AFSCME Local 1801, Contract. Motion carried 5-0.*
- B. *Motion by Selectman Martin, seconded by Selectman Roy to authorize the Fire Chief to promote James Paquette to the position of Deputy Fire Chief in the Fire department with an annual salary of \$94,126 (step 4) effective Monday, September 30, 2019 and then to Step 5 at the completion of probation. This assignment will be and exempt position in accordance with the Hudson Police, Fire and Town Supervisors Association. Motion carried 5-0.*
- C. Alvirne High School Construction

Chairman Morin recognized Selectman Martin and Selectman McGrath.

Selectman McGrath said I requested that this be placed on the agenda tonight. I've contacted as I indicated to the Chairman that I contacted a couple of experts in the field for this type of development and what the requirements we should be looking for. So after my discussions with them, I think it's appropriate to limit the scope of the Right to Know Request. I'm going to outline what they indicated we should be looking for. The requirements document

used in the bid process, the summary bid proposal response from the suppliers and the decision criteria used to award the bids for Hayner and Swanson and Harvey Industry. That's number one. Number two, this documentation should be maintained by the School Department in a site accessible by all those who are responsible for the decision making on the bid process and not on someone's laptop. Next is provide an organizational chart for the construction phase work including inspections and the management of each phase of the project from inception through finalization and lastly, provide an electronic submission of all minutes of the CTE Building Committee that are currently held by Harvey Construction. That point about Harvey Construction holding the minutes that was in the letter that the school Superintendent provided to us. So those are the items that I think are appropriate.

Chairman McGrath said I'll read into the record what the two experts told me. It says, "I think the point that needs to be made with the Board of Selectmen is that the School Board should be able to tell you what they asked the suppliers to do. In other words, the requirement documents. The timeframe to complete it and how they were going to decide who to award the project to. The suppliers should be able to provide their scope of work document, their cost to do it, and the timeline they will do it in. If it was a qualification bid, then no cost is submitted." I got that information from two experts that deal with bidding processes and engineering projects of large magnitude. This certainly is a large magnitude project that impacts all of us as taxpayers. We may not have any control over what the school does but certainly as a taxpayer of this town and as an elected official that is supposed to be looking out for the rights and the impact to the voters and the taxpayers in this town I think is appropriate. That's all that I have Mr. Chairman. I'll provide this in writing to all of you. I'll e-mail it to you in the morning.

Selectman Martin said just a further comment. I agree with the change of scope. I do agree with what you're asking for. It's a lot less cumbersome for the School District to raise up. Your last comment was we have a responsibility not only as a taxpayer but to the citizens of this town. Some people don't share that same thought with us and I'll leave it at that. Thank you Mr. Chairman.

Chairman Morin asked School Board Member LaMothe do you have any questions before we take a vote on this.

Diana LaMothe asked to make a comment. This is in regards to the Wilbur Palmer Career and Technical Education Center. There is a Building Committee. I'm going to say there's more than a dozen members from multiple backgrounds and skillsets who vote on decisions. There are two School Board members on that Committee. Not both of them make it all the time. I personally did not make it all summer long. There is a diverse group of members on that committee who make those decisions. That's a comment I just wanted to make.

Chairman Morin asked if there were any further discussion.

Selectman McGrath thought I've covered it all and this is, again, just to reiterate for anyone that's having difficulty understanding what I'm saying is that I got this information from two experts that deal with these types of issues on a consistent basis.

Selectman Coutu said we have an item scheduled in nonpublic relative to this very topic.

Selectman McGrath asked to interrupt. I requested that that item be placed on the agenda but after getting this information over the last couple of days and I talked to Steve yesterday and he thought it was more appropriate to have the discussion in open session that Selectman Martin had requested prior to my making the request.

Selectman Coutu said it had been my intent to not vote for nonpublic if this were included in nonpublic. I felt that it should be a public discussion. The last question I have, I don't know what kind of a motion we're going to make, where we want to go with this. I'm interested in knowing a little more broader explanation - I supported your request initially. I voted in support I believe. I guess there were only three of us. I thought it was unanimous but apparently it was just the three of us. Selectman Martin you and I who supported requesting the information that you were requesting. I did it because I was curious to see what was to be provided and the scope of some of the material that was requested. We're not going to get all of that which is fine with me. It's an awful lot of paperwork when I read what the Superintendent sent us in terms of the amount of information that's out there. I would like to know - I'll hear the motion but I'd like to hear if you want to make the motion first that's fine exactly where we plan on going with this and what is the ultimate objective of the inquiry.

Selectman McGrath indicated it's to gather information about how they arrived at selecting the engineering firm and the construction firm that they chose. This is a multi-million dollar project that the taxpayers are paying. They did

receive a grant but that comes from taxpayer money as well. So it's not like it was found money. I have a concern - I want to phrase my comments correctly so that it doesn't put any of us in jeopardy including the people that voted on the Building Committee. I have a concern that there may be a quid pro quo which for those that don't know what that means, it's Latin that means something for something. In other words, I'll give you something and you give me something in exchange. I'm concerned about that. Given the project manager that was assigned to this and signed the letter from Hayner and Swanson that just graduated from college a year ago has no life experience and I have concerns about that as a taxpayer and as someone that was elected to watch out for the voters and the taxpayers in this town. I have an obligation. Let me just go one step further. Where this goes once we get that information, there may not be anything untoured that we see. There may not be anything there. That would be a very good thing. If there is something, then we'll have to discuss that with Town Counsel.

Chairman Morin said I have two things on the same line as Selectman Coutu actually before we take a vote. The first one again I'm going to state what I had stated on our first meeting. There is a whole committee that makes up these decisions so it's not just one person. The other thing is like we do in town when we have a new person, they are overseen by someone. The way I understand it, he is not making all the decisions. That is being followed up by the senior people. I'm just giving you the information that I received. Selectman McGrath understood.

Chairman Morin stated the second thing is how does this Board want to proceed once we get this information to go through all that. That's going to be a lot of time and a lot of work. How do we want to do that? Selectman McGrath indicated I have a lot of time and I don't mind devoting that time to reviewing the information and I think that I'm smart enough that I can understand if there's a problem that I can highlight and bring back before this Board.

Selectman Martin said apparently I'm smart enough. I feel I'm smart enough to decipher through that information and make the same decision. We may not come to the same conclusion or we may we don't know but until we get there and until we have that information, we can't get there. Now I just want to stress to you that I have the same concern that Selectman McGrath has. It's been read that we have a problem with these people. We don't have a problem with these people. We have a problem with the process and we want to make sure that the process is running I for one want to make sure it's running straight and not this way as in year's past. When I say years past, '40s, '50s, '60s before I came onto the earth. I've heard some horror stories about it and I don't want it to go that way because that's a lot of money. We don't oversee the School District but I do - the taxpayers of this town put me in this seat as well as the other four of you folks. I want to do my best interest in protecting that. Thank you.

Chairman Morin said I appreciate both of you stepping up to take care of this. Thank you very much.

Selectman Roy had a procedural question. I'm not sure what the motion is going to say but I'll ask is it to limit the scope of what has already been requested so the request will still hang out there regardless of what the vote is. In what form. Chairman Morin said pretty much with talking to Selectman Martin and Selectman McGrath, they both said that they would like to limit the information and at this point what I'm hearing from Selectman McGrath sounds like the ten boxes of e-mails that we were going to get probably we will not request at this point.

Selectman McGrath agreed. The last point just to reiterate again is to provide an electronic submission of the minutes of the CTE Building Committee that are currently in the possession of Harvey Construction and that's based on the letter that the Superintendent provided to us. That part of it will be an electronic and actually the organizational chart could possibly be electronically submitted as well. If I can one point too on the Building Committee, I have a list of the people that serve on that Building Committee. There's a couple that concern me. I'll just leave it at that.

Diana LaMothe added I believe the minutes are on the website. They are accessible electronically and I know there were a bunch of photocopies made of information that was requested. I don't know if anybody has picked that up at the office. I believe they're in Karen Burnell's office.

Chairman Morin said no but if they're there, I will go there tomorrow and get it. Is that the e-mail? Ms. LaMothe stated I'm not sure exactly what was in there but I know that there's information - at least some of the information that was requested. Chairman Morin said okay I'll go by tomorrow and get it to Selectman Martin or Selectman McGrath.

Selectman Roy thought I might be a little confused. Are there two separate building committees? One for Harvey and one for...Selectman McGrath thought its one building committee but Harvey Construction - based on my

understanding of the letter that we received from the Superintendent - the Superintendent's office or the School Board does not have a copy of those minutes. Harvey Construction has them. One of the individuals that I talked to over the last couple of days said that that's not an unusual circumstance for a project of this magnitude.

Selectman Coutu said in the document that was presented to us that we were going to be asked to review in nonpublic just to clarify what School Board Member LaMothe stated and to answer the question as posed by Selectman Roy, 1) it outlines that the documents and meeting minutes for the CTE Renovation Committee, those documents are available on line. The CTE Building Committee which is different and distinct from the CTE Renovation Committee is led by Harvey Construction. They lead that team and the minutes of these meetings are held by Harvey. So they're not available - well they may be available to us but they're certainly not if they're being controlled by and I don't say "controlled" in a negative fashion, they have hold of these minutes. They may not be subject to public record. It's a private company doing business and they took the minutes and I can only assume but it's not fair to assume considering what may be alleged here that they talked about construction. It would be boring conversation. I'm just not comfortable right now. I have faith in a lot of people in our government on both sides - the School Board and the Board of Selectmen. I'm a strong advocate of citizen participation. Citizen participation gives us some protection and that citizens have eyes, and ears, and they watch and hear what's going on. Some innocuous statement might have been made that lead to all of this and it was perhaps a joke that should never have been said. I'm finding it difficult to believe that there was a quid pro quo but I'll hear what the motion is. Thank you for giving me the opportunity Mr. Chairman.

Chairman Morin asked is there anyone else.

Selectman McGrath stated this wasn't brought about initially because of the statement that might have been a joke. It was based on a letter that was presented to the Planning Board from Hayner and Swanson and signed by a person that doesn't have a lot of experience, just graduated from college a year ago, and signed it as the Project Manager. That's alarming. It should be alarming to all of us. So that's what brought about the concern. I made sure that I read that letter into the record. I didn't know who that person was. I questioned the relationship because of the name. I had no idea. I read the letter into the record because I thought that it needed to be in the record.

For the purpose of clarification, Selectman Coutu said that is the meeting that I missed Selectman McGrath. Selectman McGrath said correct. That was presented at an amendment to the site plan that was initially presented to the Planning Board. There was no one there that evening either from the School Board, from the school, or from Hayner and Swanson to present that information. It was simply a letter. You should have a copy of that. I think I e-mailed it to everyone. That's what set off the alarm bells for me. I think, again, based on the conversations that I've had with these two experts I think it's appropriate to limit the scope of the request to cover these items and it would give us a clear picture of how this project is being managed and how they arrived at the decision to hire Hayner and Swanson and Harvey Construction. It's an appropriate thing for this Board to do and certainly for any citizen to do. I just happen to be the one that got that letter because I was sitting at your seat at the Planning Board. I would have gotten it anyway because I'm an alternate.

Selectman Coutu asked Selectman McGrath do you feel based on what you have been advised and having had conversation with these experts that what they're suggesting that we request in the narrowed scope of information that would be available to us that we would have a clear indication as to why the engineering firm, or the construction company, or how they were hired. I would assume they went through a bid process. Do you feel that that would be in that information? Selectman McGrath said I do. Selectman Coutu said the scope is so narrow I find it difficult to believe that it would be.

Selectman McGrath said let me read it again because these aren't my words. These are the words of the experts. The first one is the requirements document and that's a normal process for any company, any agency to require the requirements document that is used in the bid process. "In addition, the summary bid proposal response from the suppliers and the decision criteria based on the information that the Building Committee got, the decision criteria used to award the bids for Hayner and Swanson and Harvey Industries." That's number one. It goes on. I'll provide all of this to you. I'll e-mail it to all of you. "This documentation should be maintained by the School Department in a site accessible by all those who are responsible for the decision making on the bid process." They went on to add "and not on someone's personal laptop". Those two paragraphs that I just read are kind of all one thing. It's the actual requirements document saying what they were asking them to bid on, the summary bid proposal response from all of the suppliers - Hayner and Swanson, Harvey Industries, and any other bid that they received, and the decision criteria. How they reached the decision to award the bids to those two companies - Hayner and Swanson

and Harvey Industries. Then to provide an organizational chart. We all know what an organizational chart is. It shows exactly who's going to be working on the project, what their duties are going to be, and how that's going to flow. Then an electronic submission of all minutes of the Building Committee that are currently held by Harvey Construction. As I understand it from the letter that we received from the Superintendent, those minutes - just like the minutes that we have for all of our board meetings. There's a set of minutes of the discussions that took place about this construction project and Harvey Construction holds those. They should be able to provide those to us in an electronic fashion so we're not going to get boxes of paper. Those are the three things that I think will provide the information that I'm seeking and that we should all seek.

Motion by Selectman McGrath, seconded by Selectman Martin, to limit the scope of the Right to Know request to the School District to Selectman McGrath's stated list of documents.

Selectman Coutu understood the motion on those three areas she outlined are the scope of what she wants for information.

Selectman Roy said sort of what I'm struggling with is if I vote against the motion than the full request still stands out there. Chairman Morin said correct. Selectman Roy said the only other I guess option is if another motion to withdraw the request in its entirety.

Selectman Coutu thought what Selectman Roy may have suggested - I know Robert's Rules. Of the five, there's only three of us that can make that motion. We'll proceed with the motion Mr. Chairman.

Vote: Motion carried 5-0.

For the record, Selectman Martin pointed out that it was 5-0.

Selectman Coutu asked is there a time frame on this. Selectman McGrath said I didn't put a timeframe on it but...Selectman Roy thought it's pursuant to the RSA I would think. Selectman Coutu said this is a private company. Chairman Morin said that part yes but I think they've got most of the other information.

Selectman McGrath stated but those minutes even though they may be held by Harvey Construction, they're the ownership of the school because it's the school's project and they couldn't have gone through that process without having minutes. Those should be available to anyone that asks for them. It doesn't matter who holds them. It's the ownership of the school that owns those minutes.

8. NEW BUSINESS

- A. Public Hearing - Acceptance of a \$255,245.00 Grant Award from FEMA for the purchase of Self-Contained Breathing Apparatus (SCBA's).

Chairman Morin recognize Fire Chief Robert Buxton.

Good evening Mr. Chairman and members of the Board. Chief Buxton explained in October of 2018 the Board authorized the Hudson Fire Department to apply for an Assistance to Firefighters Grant for breathing apparatus. We were notified this September of 2019 that we were awarded the grant and tonight I'm here tonight to request formal acceptance of that through public hearing and that is for 36 new breathing apparatus, spare bottles, and face pieces to go along with that.

Chairman Morin opened the public hearing at 7:34 p.m. Anybody in the audience that would like to discuss it? Seeing none, I'll close the public hearing at 7:35 p.m.

Motion by Selectman Martin, seconded by Selectman McGrath, to authorize the Fire Chief to accept the FY2018 Assistance to Firefighters Grant in the amount of \$255,245 as recommended by the Fire Chief, carried 5-0.

- B. Capital Improvement Plan

Chairman Morin recognized Town Planner Brian Groth.

Hello. Brian Groth thanked the Board for the opportunity to speak here tonight. I have a brief presentation that I'd like to get through and then I'd like to take questions after that. It was just adopted by the Planning Board on September 18th. Just a quick framework of this presentation. I'm going to introduce the CIP, describe what it is, its purpose, its relationship to other documents, and then I'll briefly describe the process that involved the Capital Improvements Committee. We'll go through an overview of the key findings of projects by department. Lastly, we'll look at the tables that present the overall tax impacts of the capital projects that we might expect to see in the next five to six years.

What is the CIP? Mr. Groth said it's an abbreviation for the Capital Improvements Plan and it's enabling Statute. The sole purpose and effect of the Capital Improvements Program shall be to aid the Mayor or Selectmen and the Budget Committee in their consideration of the annual budget. In order to have a capital improvements plan, the town has had to have adopted a Master Plan which we have and which we will be updating starting this week. I can talk about more of that later. The Master Plan is a pre-requisite for the CIP. The CIP is not a pre-requisite for impact to the ordinance which we currently collect for school or traffic. For the school, this helps with capacity needs as the town grows. For traffic, it helps us deal with the impacts associated with development. A key use of these funds recently has been our traffic signalization system and coordination. I'm proud to say that I think that Hudson is on really the cutting edge of our traffic management system. In just in the past years since I've been here, I've seen the progress that the Town Engineer has demonstrated. There's a circular loop there. That's to indicate that the CIP and Master Plan match funds are a pre-requisite for CIP but we want to continually be updating them and that's what has been happening.

What's the purpose of the CIP? Brian Groth described it's to inform the budgetary process but to break that down in more discrete items, it's to take inventory of the capital projects that the town expects to see and the recommended schedule that spreads out the impacts in a way that people's tax bills are stable and predictable. The key note that I like to describe as the conceptual budget, it's a snapshot of moving targets hence the runners. We can see basically what they're wearing. We can see basically what they're doing but we don't know the exact details yet because certain projects are in different phases of planning and so forth. Finally, the CIP is the responsibility of the Planning Board. That falls in many towns including Hudson. The Planning Board has established a subcommittee known as the "Capital Improvements Committee" to handle this project outside of the normal work of the Planning Board.

Mr. Groth said our membership is again a subcommittee of the Planning Board so it involves three Planning Board members, a member of the Select Board, a member of the School Board, Budget Committee, and then a citizen volunteer. This year we had Tim Malley as the Chair; Selectman Coutu as the Selectman representative; Charlie Brackett and Ed Van der Veen from the Planning Board, Malcom Price from the School Board, Jim Weaver from the Budget Committee, Bob Galzini was our citizen member and Dillon Dumont served as an alternate for Planning Board members. We met monthly for five months and ultimately the plan was adopted by the Planning Board. To reiterate, the goal is to anticipate and mitigate so we have a consistent, predictable tax bill. We don't want a spike year to year.

Moving onto projects, Brian said we had six departments that submitted a total of 19 projects. First, the Benson Park Committee submitted two projects - one the Haselton Barn roof repair, and second was the kitchen building roof repair. Currently there are some discussions on the end game of the Haselton Barn roof repair. Do we want to continue the sort of desperate repairs or do we want to develop a comprehensive provision or goal of what this can become or is it truly worthy of its historic status. That's a discussion happening in other venues. The kitchen building - there are these historic clay tiles that DHR (Division of Historic Resources) are requiring us to install yet when we received Benson Park from what I understand, we didn't have enough tiles to install that. I think what our strategy should be and what the CIC is recommended was that we engage the State departments for assistance, grant availability. There's no reason grants can't be applied for this. When I say assistance, I mean perhaps financial assistance directly in the fact that they didn't give us the materials that they're asking us to install.

Engineer. Brian stated the large project is the twin bridges repair. This is a matter of timing. It is a matter if we wait six years it becomes exorbitantly more expensive. At the moment there is some breaches of the membrane and I'm not a bridge engineer but that's bad. Essentially the bridge membrane is once that gets penetrated, the salt and so forth can end up compromising the entire integrity of the bridge. There are some culvert projects and there's a look at Lowell and Birch intersection which involves culvert utilities and a possible realignment of that intersection. We also have the traffic light management system which is impact fee funded meaning no taxpayer impact. These are funded by impact fees that we're allowed to collect because of these plans. The overarching recommendation

here is that the Committee recommended that Hudson engage Nashua to negotiate a formal agreement in this cost repair prior to spending any money. We share a 50/50 responsibility with Nashua for all these bridges. The line of ownership is the middle of the Merrimack River. It is not reasonable to repair half of two bridges. The strategy has been talked about is we repair on, they repair the other and the issue becomes we might be on different time schedule than they. The Committee recommends that we determine some sort of formal agreement before we jump ahead of it.

The Finance Department introduced the concept of Town Hall expansion. The concept that was presented was just initially to really start the conversation about what our special needs in Town Hall now and what can we anticipate in the future. Brian Groth said it raised the question is expansion or relocation more appropriate. It raised the question of if expansion or are there other ways of doing it rather than this particular concept. So the recommendation from the Committee there is that an alternative or feasibility study be done to identify a cost effective approach in providing for the needs of Town Hall now and in the future.

Police station. Mr. Groth stated they are proposing an almost 6,000 square foot expansion. At the time it was built in '95, it was built not to the capacity that it was designed for. They are really advocating for the need for this in terms of they just simply are out of room. As the process moved forward, they did make several adjustments to reduce their costs. Rather than rebuild the holding cells which are very expensive rooms to build, they're going to retain their existing ones. At one point they contemplated almost like a parking garage to house their fleet. Now they're looking at a car port. This isn't simply for the patrol officers, this is a matter of response time. In the middle of a snow storm if they get a call, a few extra seconds cleaning off the car can make a difference. They did have an assessment done by MRI which stands for "Municipal Resources, Inc." and NorthPoint Construction. MRI evaluates that their specialty is evaluating special needs, building needs for municipal services and NorthPoint is a local construction and management company. The Committee felt strongly that the police station should move forward for Fiscal Year 2021.

With the school, Brian said the major project is probably as everybody knows is the high school renovation project. There was ideas of talking about full day kindergarten the needs and strategy to that. At the time of this plan weren't totally determined. Again this is why in the beginning I say it's a snapshot of a moving picture. All these projects are in different phases of things. There is a playing field renovation project and several roof and parking lot maintenance projects. The school recently went through an alternative selection process and the committee recommended that that renovation in order to take advantage of certain costs savings and efficiencies associated with the CTE project, it might be financially prudent to dovetail the two projects.

Sustainability Committee. Although it said this did not make the CIP because one of the requirements of these capital projects are they are one-time expenditures primarily for capital projects. There is some wiggle room there. What Linda Kipnes the Vice-Chair of the Sustainability Committee proposed was an energy efficiency fund that would annually perform energy audits and install energy efficient whether it's lighting, HVAC, or what have you different measures that can reduce our energy consumption and therefore our energy bills. Brian noted this is done in other places. The graphic on the right is from San Antonio. We might not have a lot in common with San Antonio but we're both municipalities with buildings that pay utility bills. This is how theirs is structured is that you have this fund that's basically self-perpetuating. It feeds itself by you have these preliminary energy projects. You get savings and some tax credits and those in turn go back. The idea is to year after year cut our utility bill down, down and down. The Committee although it didn't make the plan in our scheduling, the Committee did recommend that this concept be considered by the Board of Selectmen.

Brian indicated these tables might be easier to view them in the plans - the paper documents. This first table and if you have your booklets, its page 26. This lays out all the projects and the capital projects that qualified under the CIP with their cost estimates and after the cost estimate column if you see the Fiscal Years 2021 to 2026 and it lays out project by project along the schedule and on the next slide I'll show you why they're placed where they are. The big reason why they are where they are is a reflection of essentially where the department has requested them to be because each department if there are multiple projects they understand the need to phase things out as well.

Table 2, page 27, in the hard copy then takes those projects and instead of sorting them by department, they're sorted by funding source and hence the color codes. Mr. Groth said the first set of columns, those are impact fee projects. In this case, it would be the traffic lights. Those represent no impact to the taxpayers so that's why you see a zero there. The next series is the reddish/pink. Those are unassigned fund balance which is what the source of funding proposed by the Finance Department for the Town Hall expansion. The one thing that the Committee

did change from initial proposal was to separate out \$10,000 in 2021 to have a feasibility study performed. The next column, the yellow, those are appropriations. We're calling them "appropriations" although pretty much everything is an appropriation. These are the one off cost projects. It goes through a warrant. If the voters approve it, it's paid for in one year. These are typically the smaller projects. By small I'm talking about \$500,000 or less. The blue are the bonded projects. So we have the police station - and again this is conceptual budgeting - \$5 million bond for the police station. We received a bond estimate schedule for NH Municipal Bond Bank so that's where these rates came from. They do use conservative rates since Hudson's credit rating and our debt limit ratio is very healthy. Good chances our interest rate would be lower than what we received as a conservative estimate. The twin bridges project was proposed to be financed by a \$1 million bond. Lowell/Birch intersection - we're looking a few years out at that one at roughly \$2.5 million. The high school project at \$18 million. The school had their own 30 year bond estimate that they provided to us as well.

What does it all mean? Brian indicated the green rows are what it all means. Some years ago in Hudson the Capital Improvement process was framed to have a sort of a goal to keep the taxpayer impact to a dollar or less in a given year. Just as a guide to not to have any major spikes, that tax rate impact is based on the average single family house which for these purposes is a \$300,000 home. So what you see in those green columns the first row is the annual cost of capital projects. The next is what that means to the taxpayer and then from that cent per dollar, what does that mean in terms of real dollars that they pay in a given year, again, based on a \$300,000 home. What we ended up with was while the first year is lower because the first year of payments on the school bond would be interest only so it's a much lower cost for that first year. So you see \$.47 that first year but from there on out you're looking at in the vicinity of \$.80. It ranges from \$.78 to \$.85. So that was the Committee's goal when we set out was to provide steady and consistent rate without any major jumps. With that, I will take any questions.

Selectman McGrath asked on Table 2, first column 2021, the total tax rate impact of \$.47 are those the numbers because I just added them and it doesn't come to \$.47 it's a penny more. Brian Groth said it is due to rounding. IT goes down to hundreds or thousands of a cent. You're seeing the rounded number.

Selectman Martin commented what an excellent job. I want to say thank you to Mr. Groth for spearheading this with the Capital Improvements Committee and the Planning Board. What a phenomenal job! I can tell you that this is a better understanding of what we need in this town than I've seen come forward before. Kudos to you and everybody that was involved. Thank you very much.

Selectman McGrath commented too that it is an excellent product. I don't agree with all the projects that are listed and they may or may not get my vote when it comes down but that's my privilege. When I go into the ballot box, I can vote the way that I like. It is a good product and you did a lot of hard work on it and it's very much appreciated.

Selectman Roy also commented that you did do an excellent job but I also have a question. When you're talking about the rating of the bridges, you say it's 6 and 7 out of 10. What's the fail is 1 the best or the worst? Steve Malizia said 1 is the worst. So don't drive over it if it says 1. Brian Groth stated the Town Engineer and I call it the twin bridges because it's much easier to say than the Taylor Falls Bridge and the Veterans Bridge. We renamed them in the process. The idea here is that slippery slope. When they start going, they go. Selectman Roy agreed but I just didn't know where they were at this point at this time because I wasn't sure what the scale was. Mr. Malizia said they're not near a red list. They're at the point where you really want to start thinking and start planning because it's cheaper today than if it deteriorates. As Brian Groth understood from the Town Engineer, today we see this estimated cost of \$1.95 million. That represents the total cost so 50/50 Nashua/Hudson. So the Hudson cost to that is 975 or so estimated. The Town Engineer indicated that should this go 5 to 6 years, that cost could be increased by a factor of 10.

Selectman McGrath asked can you explain - I understand because I sat in on some of the meetings and I've had discussions with Elvis - but can you explain to the Board members here and anyone that's watching about the cost sharing on the twin bridges from Nashua and how that is going to be a problem. I don't know that everybody understands that they have to share in the cost. Brian said that's something that I believe that moving forward from this is going to have to be determined. The way that I would personally think it would be is what we want to avoid is say Hudson decides you know we're going to go ahead and repair the bridge heading out to Nashua because that's our lifeline to our hospitals, and Nashua waits, and then 5 years go down the road, and they're going to do the other one coming into Hudson and that ends up being \$7 million and then they say hey we were 50/50. I don't know what form that takes if it's something in writing and signed I think is probably what we need. To establish that if we're on different time schedules if Hudson wants to move sooner than they that we don't end up paying for their

wait. In my opinion, Selectman McGrath said there should be a contract reached between the two communities so that if Hudson does want to go at it sooner at a reduced cost and Nashua drags their feet which they'll want to do, then the impact of the increased cost would be for them to bear and for Hudson residents. That's going to have to be coordinated with Nashua but we should get a legal team working on that to try and make sure that we don't get stuck because Nashua decides that they want to build an entertainment center on Main Street.

Selectman Coutu stated this was first and foremost in the Planner's mind and we've had this discussion relative to what Nashua was apt to do. The Mayor is involved in his re-election campaign at present and not interested in talking about the bridges. Your most recent meeting was about a month and a half ago maybe. You were over in Nashua and your interpretation of what transpired is although there was good conversation, there didn't seem to be much interest on their part to jump on this. They'd rather do it later rather than sooner. Brian Groth said I'm not sure to be honest. I think that there are different opinions. There were different opinions at one point in time and people with different opinions. The people over there have changed as far as personnel so I think it's time to revisit. I think there is interest from some parties in taking steps through this and cooperating with Hudson.

Selectman Coutu thought at some point we had this discussion and I'd be more than willing to volunteer to do this, I would like to go with the Town Planner and our Engineer and meet in Nashua with the Mayor. I will call Jim myself to set it up and have a serious conversation of the impact of prolonging this cost wise. Tariffs although he's withheld some of the tariffs, tariffs are going to impact the construction of that project by 20 percent in the first year. By 20 percent at a minimum. It's not that 5 percent built in that typically on a construction project you say well the first year you can anticipate an increase of 5 percent. Tariffs are going to increase at a minimum 20 percent. We're talking about steel. We're talking about concrete and labor costs are going to go up as well. I would like to have the opportunity to sit down with the Mayor and have that discussion with our Town Planner and with his planners and with engineers. At the same time, iterate our position that if we want to go ahead we need to enter into an agreement that we're going to be responsible for the bridge that we have adopted as ours we're able to name and then if they want to prolong the scope of their work or however they want to engineer it and fix it, they're going to assume all costs. We'll make sure that when we get to that point, at that point we will have our attorneys present to draft the agreement and we'll see if we can get the Mayor to agree to that. If we can advance that part of the conversation, then we will have a better opportunity to make a more intelligent decision on when we want to proceed with the project. It is tentatively in this plan scheduled for 2022.

Brian Groth said yes with the caveat because that was designed to give time to create that agreement. Selectman Coutu said it's in 2022. There's no rush. We have a full year before our next budget process but I'd like to have those answers before then and hopefully if we can work together and if this Board agrees or if the Chairman wants to appoint an ad hoc committee to go with you, I'm fine with that as well. Brian Groth stated there is an opportunity that things go really well and things move expeditiously, we could have something sooner. Selectman Coutu indicated he's a nice guy. It's just nailing him down. He has a million projects going in Nashua right now. I can appreciate what he's going through. The last conversation I had with him, he said Roger I inherited all of this. Well the time has come Mr. Mayor it's been two years. It's beyond inheritance. They're yours now. I'd like to have that opportunity with the engineers. Jim and I are politicians so we would rely on our planners and our engineers. Hopefully we can come to a consensus on how we're going to approach this. At the same time, the eye is always going to be on the final dollar. We want to pay for what we're going to fix not what they're going to fix if they want to put it out.

Selectman McGrath asked and Steve you might be able to answer this or Brian I don't know. Do either bridges would any other agency other than the Town of Hudson and the City of Nashua like State agency up in Concord or a federal agency that would require the repair of those bridges to take place before it hits a certain level which would put pressure - my goal in this is to put pressure on Nashua to...Steve Malizia said we're not close to that yet. That's when you get to the rating of 3 or 4. When you start getting there, you start getting on what's called the "red list". At that point in time, the State will step in and start saying hey that's closed. There is no money in the next ten years from the State for this project. We've met with the State and had a meeting with them. This is not in their ten year plan. This is on us. They do go around and inspect. As a matter of fact if you remember the Central Street Culvert we replaced, that was a red list project. I think it was either a 3 or a 4. It never closed. Nashua has bridges in their city that are on the red list. Not these bridges but other bridges. They have had internal discussion, dissention as to what they should be doing first, second, last, whatever. There's other forces at work. They've done some realignment over there. There's some different people or folks or at least one person that's not there anymore. They may be more on the same page, the same sheet of music sort to speak. We've had reasonable discussions with them. Again they weren't all on the same page because they have all the bridges on the red list.

Brian Groth indicated it's a much stronger priority for us because it is our lifeline to the hospital. Steve Malizia said correct. That's why we're being the ones that are pushing it. We think it's important to do it sooner rather than later.

Selectman Coutu omitted a comment. I omitted to say that I obviously would want our Town Administrator there with us as well obviously. I don't anywhere without him. He reigns me in.

Chairman Morin asked if there was anything else. Is everybody okay with Selectman Coutu being part of the committee that's speaks to Nashua.

Steve Malizia indicated right now they're both our bridges so we haven't given up anything yet.

Selectman Roy did have one other question. So when do we look at this again? Like in four years do we look out another six years? Selectman Coutu said right that would be about it. Mr. Groth said what my predecessor John Cashell, he performed updates pretty regularly particularly if there was a specific project that had come up. To do not an update but the whole thing over again, four or five years.

Selectman Coutu told Brian as a member of the Committee and I think I went to every meeting but one for whatever reason, I am thoroughly impressed. You haven't been a municipal planner for a long time. This was I believe your first capital improvement plan of this nature or magnitude. You guided us all the way. We're not all geniuses. A lot of people were new to the process this year. You guided us thoroughly and admirably relative to the impact of the tax. You are very conscientious about trying to arrive at a fair balance year after year so that there is no real serious impact on the tax rate. It shed new light for me when I reviewed these projects relative to the cost. Now as an elected official who represents my community, now I want to look at each and project as to their need versus want and I'll make my decision before budget time as to what I will and what I will not support. I'll do so in an intelligent fashion. You guided us through the process. You didn't try to sway us in any one direction or the other. You complimented us collectively and individually when you thought we fought hard for - I remember when you approached me about the police station and said I'm glad you fought to it. We have things we'd like to see done and we understand that the School Department and the School Board have some of their preferences as well. Selectman Roy and I have already begun a dialog with them relative to energy and cost savings. Having a School Board representative - and you notice I'm saying board and not committee any more - present with us has helped us a great deal. I think we're getting to see the broader picture. This was an eye opener for me. I've never been through something as exhaustive as this. I did it for a city. I never did it for a town of this size. In the city there's a lot of pieces to that puzzle so you only get - everybody brings a piece to the table and we try to put it together. This was unique and different and with your leadership we go there and thank you so much. I am so appreciative. You're earning your money.

Brian Groth thanked the staff. It wasn't a one man show. I had the assistance of the Finance Department and the Town Administrator throughout the process and that was crucial. I'd also like to thank the School Board for their participation in this because I think it really provides a comprehensive look at what the community of Hudson as a whole is facing and not just one piece of the puzzle.

Motion by Selectman Coutu, seconded by Selectman McGrath, to accept the fiscal year 2020 Capital Improvements Plan, carried 5-0.

Chairman Morin said you have a 5 to zero vote on a job well done and I want to thank you. You're proactive. You're moving into the Master Plan next and appreciate it. You've jumped from one fire to the other. Thank you.

Before I leave, Brian said I'll leave this with and requires camera time. We're going to be doing public outreach sessions for the Master Plan. We're going to do two session this fall. We're going to do each session twice. Once on a Wednesday night and once on a Saturday. If you can't make on, you can make the other. This is what we're looking at for a schedule. The first one will be Saturday, October 26th, from 10 a.m. to noon at the Nottingham West cafeteria. The second instance of that session - so you don't need to go to both but you can if you want - is Wednesday, October 30, from 7 p.m. to 9 p.m. at HMS Library. Session number two will start with Wednesday, November 20th, from 7 to 9 at the HMS Library and then Saturday, November 23rd, from 10 a.m. to 12 p.m. at the Hills Garrison cafeteria. So we're kind of spreading ourselves a little bit and again thank you to the schools for providing us with a venue space. In the spring, we'll do a third series of sessions kind of did we get this right presentation to receive additional feedback. In the meantime, there will be a strong web base component to the

outreach. We'll be launching a website very soon and I will make sure everybody gets that information once it's launched. It will have a survey. There's some cool survey tools where you can draw on the map of a specific area you want to comment on and so forth. There will be some innovative tools coming out.

Selectman McGrath asked are you going to advertise this on the HCTV. Mr. Groth said yes. We're talking about how best to just blast the word out there. I'm going to reach out to HCTV. I'll reach out to HLN. I would like to reach out to the schools again and I wished I had mentioned this last night of perhaps being able to use the marquee boards at the school sometimes to put that word out and any other suggestions. It will be on Facebook to of course.

Selectman McGrath thought for people watching this meeting, this is something that everyone hopefully and I'm not certain how many will show up but I would hope that a great number of people attend these sessions because it's your town, and how you want it to look, and how you want the development to continue, and in what fashion and what areas. Those areas that you'd like to keep more - I don't want to use the word "conversation land" but more rural maybe not so much development. The only way the Planning Board, the Planner, and this Board will ever know what you want is if you show up to these sessions and voice those concerns. That happened a number of years ago back I think in the late '70s early '80s. People like to complain but your complaints kind of go into the ethers. They don't have an impact. If you go to one of these sessions, maybe two of the sessions, you can voice any concerns. You can voice any complaints and be a part of the process of making positive changes that you'd be happy with. I encourage everyone that's watching this meeting to plan to attend one or more of these sessions. It's only to your benefit.

Just for people listening, Brian Groth said we're trying to keep it to two hours. We don't want to take up your entire night or weekend day. They're not going to be boring. I'm not going to be talking the whole time. It's going to be small group sessions of brainstorming with your neighbors on what you like, what needs improvement, and how to move forward. The results from this they go a long way in informing what the Planning Board and as a Planner where we should be looking at zoning changes. Our areas or our neighborhoods are they zoned correctly. Are they zoned for what we want or aren't they. It does have a real affect. It's not just a suggestion box that never gets looked at. These are going to help us form our direction in zoning and planning.

Selectman McGrath indicated it truly isn't a waste of time because, again, it's your town. If you're paying taxes here and living here, you should be able to participate in explaining or expressing what you think your town should look like and what you'd like to see. Maybe there's some certain development that you'd like to see happen that would add something to the town that no one else has thought of. It's really a productive use of your time and it's not days. Its one day. If you want to attend two sessions you can but even just attending one whether you can stay a half hour or stay for the two hours, whatever time you can devote to it is to your benefit and to everyone else's benefit as well.

C. Sale of Town Property - 16 Campbello Street

Chairman Morin to recognize Town Administrator Steve Malizia.

Steve Malizia said we have a small - it appears to be an unbuildable lot on Campbello Street. One of the abutters expressed an interest in purchasing the property. I've run it through all the departments. It appears to be surplus to our needs. It does abut the Merrimack River so what I thought would be appropriate if we do list it for sale bid that we keep an easement so that if down the road someday we ever want some sort of trail or some sort of recreational ability there, we'd already have it. We don't own anything abutting it but I just figured it doesn't cost us anything to put the easement on it so let's put an easement on it. It appears to have no significant value to the town so I'm recommending that we sell it by sealed bid. It really doesn't have a lot of value so why keep it.

Chairman Morin asked any questions.

Motion by Selectman Roy, seconded by Selectman Coutu, to approve the sale of tax deeded property located at 16 Campbello Street by sealed bid, carried 5-0.

D. Revenues and Expenditures

Chairman Morin recognized Town Administrator Steve Malizia.

Steve Malizia said we're a quarter of the way through the year. At this point in time things are looking pretty reasonable. Our motor vehicles we bumped up the figure but we're pretty close to running at that 25 percent. We're doing pretty well there. Interest we're slightly behind but I'm not worried about that because it's not always in a straight line the way things are laddered. Investments are made by the Treasurer. Ambulance - that's only one month of billing so you'll see that's only \$77,000. I talked to the Town Accountant and there will be a couple more months getting written on. It's just one month there.

From an expenditure perspective, Mr. Malizia said we've done again all the major encumbrances that we do - trash, legal. I don't see anything at this point that's of concern. We're not at the winter yet though.

Selectman Coutu said the numbers that are askew, we should be at 25 percent but there's that 47 percent to 54 for the most part is as a result of encumbrances because I went to that...Mr. Malizia said you are correct Sir. We encumber trash contracts, legal, and so what it does is it skews the spending percentage but we're going to expense against that through the year. Selectman Coutu noted marriage license...Mr. Malizia said they love us. I don't know what it is. They love coming over here and getting married for whatever reason.

Chairman Morin asked if there were any further questions. Seeing none.

9. REMARKS BY SCHOOL BOARD

Diana LaMothe said we are beginning our budget season. It sounds like we have the same process so we've had our department heads, administration, and principals work together to try to come up with the best proposed budget. Staffing input is also considered. Historical expenditures are looked at with the projection for the future.

If I may, I did want to share a piece of our strategic plan. Our mission is stated as "innovative learning practices and empowered educators facilitate and inspire learners to achieve personal academic excellence in a safe and dynamic environment that elevates their engagement as valued, active community members." I bring that up as a segway to one of our goals stated in our strategic plan is to develop extended learning opportunities with the help of community mentors and job shadowing. I feel like that would be of interest to the town which is my reason for bringing it up in a comment here. It is community engagement what will connect students to the broader learning community and that will be a great thing for Hudson to be proud of.

10. OTHER BUSINESS/REMARKS BY THE SELECTMEN

Selectman Roy - I have nothing tonight.

Selectman McGrath - I have a couple of things. I got a note from Kathy Carpentier. We're going to be starting budget deliberations next week. We'll be meeting on Tuesday, October 15th; Thursday, October 17th; and Thursday, October 24th. Just a heads up, budget is next week and the following week.

Last week I received - I monitor my calls because I get so many robo calls that it's ridiculous. I answered two of them not really knowing I thought maybe someone I should answer. One of them - and I'm mentioning this because both calls were scams. People that are watching this meeting whether it's one person or many people I don't know but just if you get a call like this, I would advise you to either not say anything or to just hang up. The call was I'd say a youngish woman or girl. She sounded very friendly and she started her spiel this is Robin and this is on a recorded line. Can you hear me okay? I answered no and I hung up. If you answer yes, it's authorizing them to do something for you that you really may not want whether it's taking money out of your account, or sending you something that you really don't want that you're obligated to because you say yes. That's one. The other one was a phone call and the caller ID showed my name and my phone number. It's just another scam. I'm just mentioning that as kind of a public service. If any people get those phone calls, just hand up and don't bother.

The other thing I'm going to mention as you all know I like to watch the news. I was watching the hearings last week of the Acting Director of National Intelligence. It was really an interesting hearing. One of the things that he said that jumped out at me and I had to write it down and I looked it up to make sure that I got the exact quote. This is by James McGuire the Acting Director of National Intelligence and this is one September 26th of this year. "Your ethics can not be stolen but can be given away." I thought that that was timely for what's going on in Washington. I thought it was timely for all of our citizens to be aware of. Your ethics can't be stolen but you can certainly give it away. I thought it was appropriate. Thank you. That's all I have.

Selectman Coutu wanted to follow up with robo calling. There's a legitimate agency making calls soliciting funds for the police association, Chiefs of Police Association, and some other police association. All three are legitimate. I followed up on all three. However the catch, not a one of them out of every dollar give more than \$.15 to the agency they're collecting for. One was 15, one was 13, one was 8 cents on the dollar goes to the agency. The rest is administrative costs to proceed. I've recommended to the Fire Chief in the past, not this Fire Chief, previous Fire Chief as well as previous Police Chiefs not to use those agencies to find alternative ways of raising funds. There are other things that agencies can do and they are doing them. Golf tournaments and things of that nature. I just attended one for the Hudson Police Department. Be leary of people calling you for money. Always ask and they are to provide you - they must by law provide you with how much goes to the agencies. They're required to tell you. What some are doing is we have that number. I don't have it before me. We can get back to you. That's their escape. That should be reported to a police agency, the Federal Communications Commission. There are some scammers out there but the ones that are calling locally, they are legitimate companies hired by these agencies to get money for them. If they're getting \$.90 on the dollar is going towards administration, can you image - we're in the wrong business. We should be making phone calls for a living. I just wanted to follow up with Selectman McGrath over and above all the other robo calls we get.

Selectman Martin - I have a few announcements from the Fire Department. The open house that was scheduled for Friday, October 11th, has been cancelled. Now my heart is broken from that because I was looking forward to going. Due to the impending forecast of poor weather, that's why it's cancelled. October is cancer awareness month. You will note the members of the Fire Department honoring this initiative with pink lettering on their uniforms.

I was at my Budget Committee meeting last week. We had discussions with the town. We had discussions with the School Board liaison that was present Diana LaMothe and Karen Burnell who is the Business Administrator over there. It was a healthy discussion. I think it was well taken and well perceived by the folks and things will move forward for our budget season.

Lastly don't forget we have another home game of Alvirne High School football. They're doing very well. Come on down, it's going to be senior night for the students. Mr. Malizia thought it was an away game this weekend. Selectman Martin said I know but I can prebid. I think it's the 18th their homecoming night. Senior night for band and senior night for the students on the football team. Come on down and support your local athletics.

Selectman Coutu - I hope they have better support than what's being shown on the pages that are out there talking about the football and coaching. I think it's ridiculous. I think it's shameful. We have had difficulty winning games in previous years. Under this new coaching staff, we've done very, very well. Win or lose, it isn't because they're not trying. They're doing an outstanding job and I think the coaches know how I feel. They do an outstanding job and they did a great job recruiting this year. They just weren't running up and down hallways and saying hey you're a big guy you're playing football. It was they focused on getting kids with some peak interest. Great job.

I'd like to put something to bed and I'd rather do it sooner than later. It has to do with ID badges. Mr. Chairman I'd like to make a motion.

Motion by Selectman Coutu, seconded by Selectman McGrath, that members of committees or commissions who come to Town Hall to perform their appointed responsibilities not be required to wear name badges.

Chairman Morin had a question. When you say their duties are you talking when they come to a meeting or are you talking when they come to a meeting and they come to Town Hall to visit one of the department heads or one of the departments. What exactly are you saying?

Selectman Coutu didn't think a committee person who comes into attend their regularly scheduled meeting needs to wear a badge. I don't think they committee members need to wear a badge to come in and ask a question. They could be asking as a private citizen. They could be asking relative to their role but I would think that if Brian Goth the Town Planner one of the planners wants to come in and ask him a question about something that's coming up on the agenda, I don't think Brian Goth needs to see a badge. Chairman Morin indicated we make all our employees wear badges for a specific reasons. Selectman Coutu said citizens would know who our employees are. They're not employees of ours. They're volunteers. Chairman Morin said they still represent the town in an official business position. Yes they do. Selectman Coutu stated it's not a business. Chairman Morin said it is our town that they represent. Selectman Coutu said the government is also a service agency and they're providing a service by

showing up to the meetings and by deciding cases. That's a service to our community. It's a service to each individual within the community. I don't think that requiring - I've had a couple of people come to me and maybe Selectman McGrath can qualify it by some of the things that she's heard. They feel under threat if they don't wear their badges. They think something bad is going to happen to them. You could be dismissed. The language. I don't know where this went. I wanted employees to wear a badge because somebody said to me I was in there and was talking to an employee and I didn't even know who they were. I went into that office. That was an employee. They came in. I went into the office and the person has a name plate right in front of where that person sits. So they didn't pay much attention when they went into the office. I told them I just went into the office and there was a name badge. Well it wasn't there. I said I asked. It's always there. That's part of their office. It's like having a picture on the wall. That name plate is there every day. They don't even take it down because they all sit in the same positions. I just think people feel they are under threat and I don't want people to feel that way. I just think this went now all of a sudden we've got this document. The whole intent was I had initially asked that employees have some sort of ID on them. I was talking about employees in Town Hall not that every person walking into the building has to have a badge. It's not like we have to scan it to have access to the building. A guy says I'm not going to wear the badge. What are we going to say we're throwing you off the committee? Where does this go?

Chairman Morin said we appoint them. We can. Selectman Coutu noted I know we can. They shouldn't be under that kind of threat. That's my position. Chairman Morin asked how hard is it, seriously. Our employees wear them for a reason so people can identify them. These people that we appoint are doing a service for the town and people and residents in this town who don't know who these committee members are should have some way to identify them. You just said it yourself. They come people have name tags at their desks. Well they have name tags for a reason. When you have a committee meeting, everybody has a name tag and that's there for a reason. I will have no problem with the meeting but if someone is coming in or doing official town business outside of a meeting, I want them to have a name tag. That's my opinion.

Selectman Coutu said I make it a point to wear my name tag whenever I remember it. I don't always remember it. I've come into this building without my name tag. Chairman Morin said so have I. Selectman Coutu asked at what point do we start - I mean where does this go. Joe you haven't worn your badge for two months and he's going to say I saw Selectman Coutu in the building three times and he didn't have a name tag on any of those times. That might be the case so we both get fired. The difference is you can't fire me. Again, Chairman Morin said you are the person who sets the example so you should try to understand. I have old timers memory lapse also. I understand where you're coming from but we should try very hard to set the example that you need to wear it so people can identify you.

Selectman Coutu indicated my motion is on the floor and I appreciate your comments Mr. Chairman.

Selectman McGrath commented we've talked about this before about people at meetings. I don't think that it's necessary for them to wear a name badge because they have name plates in front of them. If they're going out on a site walk or doing something like that, I agree they should have identification so that the property owner or the people that they're dealing with - as a matter of fact, there's going to be a site walk tomorrow night for Planning Board members. I am not going on the site walk but the rest of the Planning Board members I would expect the voting members are going to be going. I would expect Selectman Coutu to be there so they should have their name badges because they will be dealing with the engineer may be there, the property owner may be there. I think that that's an appropriate time for them to wear them. When they're attending a meeting at Town Hall and they're sitting at a table like this and they have their name plates in front of them, I just don't think it's necessary.

Selectman Coutu asked what is the motion as it reads.

Steve Malizia said the best I wrote down was "committees not be required to wear badges to regularly scheduled meetings or visiting Town Hall". That's what I wrote down.

Selectman Coutu asked how could we reword that. Now I know where you're coming from. I forgot about site walks and things. I'm saying yeah our Engineering Department those people go out and the Assessors but we don't as committee members but we do. Chairman Morin said but we do and then under my comments tonight, you had Sustainability Committee did something out in the public on Saturday. Conservation does stuff and they should have name tags doing that. People feel they are under assault. Come on. That's taking it a little far because a lot of these people that are under assault have to wear them where they work anyway. You know what I'm saying. Selectman Coutu said they're tired of it. They don't want to have to come Town Hall and have to wear it too. They

don't get paid to do this. They get paid at work. Chairman Morin said that's life today. Selectman Coutu said you wear the badge you get fired. Here you don't get paid. Chairman Morin said I've worked in the town a long time. I did a lot of things I didn't get paid for either you know what I mean. Selectman Coutu noted you volunteered. You're that kind of guy. Chairman Morin said as they do, they volunteer. Thank you. Anybody else?

Selectman Martin said not just site walks but when my daughter was a wee young lady, we used to go to the movie nights at the recreation center where what is now the recreation center. We used to go there and watch a movie and they'd have a movie, popcorn, and you pay \$5 and you go in and watch a movie. If I didn't know anybody running it and if something happened, I'd say hey you something is happening over here. That's another instance where they should be worn. There's volunteers from that Recreation Committee that go there and it's important. People feel more comfortable knowing a name than saying come here I need you. That's what I would have done and say hey get over here. It's important. I agree. When you're going on a site walk, when you're doing something out in public on behalf of the Town of Hudson you should wear them.

Selectman Coutu asked are we extending this now to parent volunteers. You go to movie nights - Mr. Malizia you've done dances and movie nights. Selectman Martin said no, no, no, no, no, no. Selectman Coutu said well how do you know who they are when most of the time they're parents. Chairman Morin said not it's the Rec. Department he said. The people from the Rec. Selectman Martin said I went to these movies and if I didn't know him it was the Recreation Director, some members of the Recreation Committee would do the popping of the popcorn and be there for all the students whose parents dropped off and they didn't know when they were coming back so nobody was left behind. I didn't know those people and if I did know them it's one thing but when you don't know them and you're afraid to ask, you don't know how they're going to respond to you. No it's the committee members that attend those not parent volunteers.

Steve Malizia explained when I did the chaperoning for rec., they'd give you a paper sticker and put Mr. Malizia, Mr. Coutu, or whatever. So if a kid needed to approach you, they knew who you were. Believe the only adults in there was the chaperones because there was no other adult that would want to spend three hours at a dance but they'd give you a tag.

Selectman McGrath asked can we agree that when board members are attending a board meeting such as the Zoning Board, or the Sustainability Committee, or Planning Board members that don't need to wear their name badges at those meetings it's only when they're out and about doing site walks or if they're coming into Town Hall to do official business with whether it's the Planner, or the Engineer, or whoever it is that they're dealing with on official business, town business that they should be wearing their name badges at those times. Would that be an appropriate thing?

Chairman Morin indicated right now we have a motion on the floor.

Selectman Coutu said that's the intent of my motion if we could get it reworded to accommodate that.

Steve Malizia read an amendment to the motion:

"That committees not required to wear badges to regularly scheduled committee or board meetings."

Selectman Coutu said I agree to the amended motion. If that passes, it rescinds the other one.

Motion by Selectman Coutu, seconded by Selectman McGrath, to amend to eliminate committee and board meetings, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman McGrath, that committee members are not required to wear badges to regularly scheduled committee or board meetings, carried 5-0.

Selectman Coutu thanked the parents of Nottingham West. I received an invitation to go to their Halloween fair. I'm going to make every effort to be there the PTO. Also Mr. Chairman I would be remiss if I didn't thank you and other people who are going to help us. We are in the planning stages - well we're beyond the planning stages. We've set in motion the second annual telethon for the food pantry right here in Hudson St. John XXIII food pantry. It will be held this year on Sunday, November 10th, from 10 a.m. to 4 p.m. We cut it back a couple of hours because after 4 things quieted down last year. Selectman Roy I have my apologies to you. I know you're going to be out of town

and I know you would have been a tremendous asset for us. I appreciate your offering. Selectman Martin I thank you for even though I lassoed you into a project that you're willing to do it. Selectman McGrath I hope you can come to HCTV and not for the whole day because it's a long day but for a couple of hours and say hi. I'm welcoming anybody who wishes to work with us. We've had a few volunteers step forward. We still have some work to do. We have a meeting scheduled in a couple of weeks. Chairman Morin and I have put together our first promo piece. We'll have a very interesting one thanks to Chairman Morin coming up very shortly. We'll get that down. I hope anyone and everyone who can give are as generous this year as we were last year. Last year we collected approximately \$13,000 in cash and \$17,000 in food, toys, and other accessories that will be helpful for families in need during the Christmas holiday season. This is not to be confused with what is done at the food pantry for Thanksgiving. That will be ongoing and I hope you're as generous with that as you have in the past. This is primarily for the Christmas rush. We're looking forward to doing it again this year. We're going to have a great lineup. A lot of entertainment and I hear your daughter is going to be playing again this year. That's awesome and I noticed she's in our promo piece which is really pleasant to see. Thank you for that Mr. Chairman.

Chairman Morin commented on that, the numbers have increased this year that they service for residents in town. It is greatly needed.

Selectman Morin - First I'd like to thank you and School Board Member Gary Gasdia for the show. It went very well and looking forward to that in the future. A lot of good information. Thank you and thank the schools for doing that too I appreciate it.

The Sustainability Committee held a road cleanup on West Road on Saturday. They got quite a bit of stuff and trash out there and did a good job as usual. The Conservation Committee is holding a ribbon cutting out on the Pelham Road parcel that we just purchased for conservation land on October 26th. More information will be coming out on that shortly. Other than that, that's all I have tonight.

11. NONPUBLIC SESSION

Motion by Selectman Martin, seconded by Selectman Coutu, to enter nonpublic session pursuant to RSA 91-A:3 II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted; and RSA 91-A:3 II (I) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present, carried 5-0 by roll call.

Chairman Morin entered nonpublic session at 8:48p.m., thus ending the televised portion of the meeting. Any votes taken upon entering open session will be listed on the Board's next agenda. The public is asked to leave the room.

Chairman Morin entered open session at 9:06p.m.

Motion by Selectman Coutu, seconded by Selectman McGrath to seal the minutes, carried 5-0.

Motion by Selectman Coutu, seconded by Selectman Roy, to approve the Town Clerk/Tax Collectors request to buy out 80 hours of vacation time, carried 5-0.

12. ADJOURNMENT

Motion to adjourn at 9:06p.m. by Selectman Coutu, seconded by Selectman Roy, carried 5-0.

Recorded by HCTV and transcribed by Donna Graham, transcriptionist.

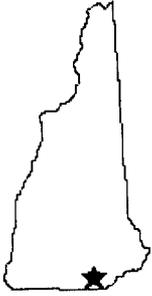
David S. Morin, Chairman

Kara Roy, Vice-Chairman

Roger E. Coutu, Selectman

Marilyn E. McGrath, Selectman

Norman G. Martin, Selectman



TOWN OF HUDSON
Engineering Department

SA. Agenda 10-22-19



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

INTEROFFICE MEMORANDUM

RECEIVED

OCT 11 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

TO: Steve Malizia, Town Administrator
Board of Selectmen

CC: Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer *E20*

DATE: October 10th, 2019

RE: Lee Way - 8" & 4" Water Main Acceptance.

Mr. Malizia,

The Engineering Department has received the Notice of Water Main Acceptance for the above. Construction of the water mains was done by Simoneau Excavation, LLC and inspected by Town Engineer.

The current owner, Posey Investments LLC, has provided the Engineering Department with an as-built plan of the water line extension, which has been reviewed and approved by the Town Engineer and Public Works Director. In addition, we have received copies of the results of pressure testing and bacteria testing of the water main, with all criteria meeting the local standards. The water mains will become the property of the Hudson Water Utility and will be subject to one year warranty once accepted.

The water main subject to acceptance includes the following:

1. Installation of 100 linear of 8 inch and 270 linear feet of 4 inch main along Lee Way.
2. Installation of one fire hydrant.

Motion:

To accept the water line as recommended by the Town Engineer, DPW Director and Municipality Utility Committee.

"NOTICE OF WATER ACCEPTANCE"

1. The water line as described herein:

Project Name: Lee Way Contractor: Simoneau Excavation LLC

Owner: Posey Investments LLC

Street and Station (Location): 25 Derry ST

Has been inspected and tested and is in compliance with the Town of Hudson requirements for water construction (inspection and test report on file with the DPW).

2. Portions which are Public Water are described as (attach legal documentation) and are so dedicated as such:

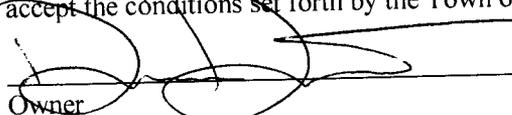
3. Portions which are Private Water are described as: N/A

4. The following sites/lots/units which have "accessibility" are: (list by Tax Map & Lot #'s)

Map 174 Lot 79-3, 79-4, 79-5, 86

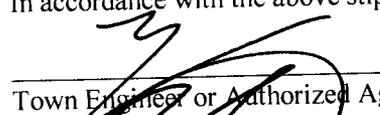
Access fees for these lots/sites are to be assessed as of July, 2019 (Date)

5. I, Posey Investments LLC (owner), state that the above-described water(s) has been constructed in accordance with the requirements for water construction of the Town of Hudson, and I further understand and accept the conditions set forth by the Town of Hudson for Public and Private Waters and accessibility.

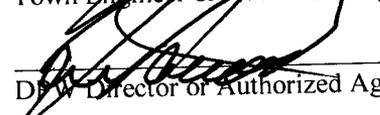

Owner

9/9/19
Date

6. In accordance with the above stipulation and description, this water is recommended for acceptance.


Town Engineer or Authorized Agent

9/10/19
Date


DPW Director or Authorized Agent

9/12/19
Date

7. In accordance with the above stipulations and descriptions, this water is hereby recommended for Acceptance by the Municipal Utility Committee and is subject to all rules and regulations and fees of the Hudson Water Utility.


MUC Chairman

Approved at meeting of:
9-17-19
Date

8. Water Accepted by Water Utility and Town of Hudson

Board of Selectmen Chairman

Approved at meeting of:

Date

cc: Owner Water Foreman Town Engineer Building Inspector Planning Board



TOWN OF HUDSON

Engineering Department

7B



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-594-1142

INTEROFFICE MEMORANDUM

TO: Municipal Utility Committee

FROM: Elvis Dhima, P.E., Town Engineer

DATE: September 9, 2017

RE: Lee Way - 8" & 4" Water Main Acceptance.

Mr. Chairman

The Engineering Department has received the Notice of Water Main Acceptance for the above. Construction of the water mains was done by Simoneau Excavation, LLC and inspected by the Town Engineer.

The current owner, Posey Investments LLC, has provided the Engineering Department with an as-built plan of the water line extension, which has been reviewed and approved by the Town Engineer and Public Works Director. In addition, we have received copies of the results of pressure testing and bacteria testing of the water main, with all criteria meeting the local standards. The water mains will become the property of the Hudson Water Utility.

The water main subject to acceptance includes the following:

1. Installation of 100 linear of 8 inch and 270 linear feet of 4 inch main along Lee Way.
2. Installation of one fire hydrant.

Motion:

To recommend to BOS the water line acceptance

NELSON ANALYTICAL LAB

30 East Industrial Park Drive
 Manchester, NH 03109
 www.nelsonanalytical.com
 (603)622-0200

NH ELAP Accreditation #NH1005
 Maine State Certification #NH01005
 Vermont State Certification # VT1005
 Maine Radon Certification # ME17500

Report of Analysis

Customer: Underground Testing & Services
 Client Sample ID: Simoneu Excavation
 Laboratory ID: 119061924.01
 Sample Matrix: Drinking Water
 Sample Location: 25 Derry Road, Hudson, NH

Date Collected: 06/17/2019 02:55 PM
 Collected By: UTS
 Date Received: 06/17/2019 03:30 PM
 Temperature Rec'd °C: #20

Parameters	Results	Acceptable Level	Units	Date Analyzed	Test Method	Test Type	Test Remarks
Total Coliform Bacteria	Absent	Absent	/100mL	06/17/2019 16:15	SM 9223B	Primary	Within EPA Standard
E. coli Bacteria	Absent	Absent	/100mL	06/17/2019 16:15	SM 9223B	Primary	Within EPA Standard

Test Types: EPA Primary: Regulated by the EPA as a health related parameter
 EPA Secondary: Aesthetic parameter - not regarded as a health concern

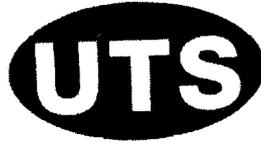
Respectfully Submitted 
 Andrew Nelson, Laboratory Director



Notes: mg/l=ppm; ug/l=ppb; "<" denotes "less than". ND= Non-detected. This report of analysis may not be modified in any way, or reproduced except in full, without written approval from Nelson Analytical, LLC. Results reported above relate only to samples as submitted, unless specifically noted otherwise. Customer supplied information is the sample location, date, time, sampler and tests requested. Nelson Analytical, LLC is currently accredited by the New Hampshire Environmental Lab Accreditation Program, the Vermont Laboratory Accreditation Program, and the Maine Laboratory Certification Program. For a list of current accredited tests, please visit the websites listed below. Sampling performed by the lab is according to the lab document "Water Sampling Instructions". EPA standards list pH & Chlorine as field parameters and they should be tested immediately at sample collection. Samples tested for pH are analyzed beyond the hold time for the analysis. Samples will be analyzed as quickly as laboratory operators allow. Metals samples may be analyzed the same day they are received. #=Sample(s) received at laboratory do not meet method specified temperature criteria. Subcontracting Information: SUB2=NH2018(EPA-MED0015); SUB3=NH1004(EPA-NH10035) SUB4=NH2073, SUB5=NH2530 SUB6=NH2124 ME IN00035 SUB 7=NH1007 SUB8=NH2136 http://des.nh.gov/organization/divisions/water/dwjb/nh-elap/http://health.vermont.gov/jerwiro/ph_lab/PUBLICHealthLaboratory.aspxhttp://www.maine.gov/dhhs/mecdc/environmental-health/dwp/professionals/abCert.shtml

WATER LINE PRESSURE TEST
UNDERGROUND TESTING AND SERVICES, INC.

809 Back Mountain Road
Goffstown, NH 03045
Tel/Fax (603) 497-5549
Cell (603) 759-4088



Client: SIMONPAU EXCAVATION

Address: _____

Test Date: 6-17-19

Diameter of Main: 4" / 8"

Time Start: 1:00 PM

Static Pressure: 70 PSI

Diameter of Main: —

Test Requirements: 150 PSI for 2 Hrs.

Allowable Leakage Loss: 55.5 OZ. for 2 Hrs.

Actual Loss: 2 OZ. for 1.5 Hrs.

Inspector: Adam

Hydrostatic Pressure Test: 6-17-19

Approved by: [Signature]

UTS Operator: Rick Boisvert

Chlorination Requirements: _____

Results and Comments: * line is flushed free of chlorine

and collected bacteria sample

Project Name: _____

Location: 25 DERRY Rd.
HUDSON, NH.

Water System: White Water

Length of Main: 400' / 100'

Time Finished: 2:30 PM

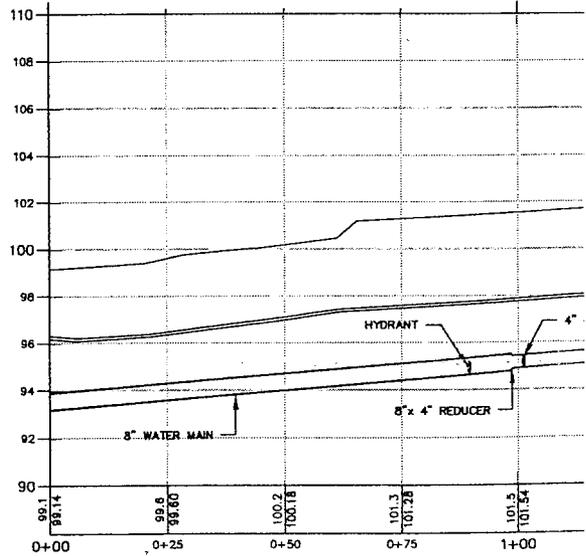
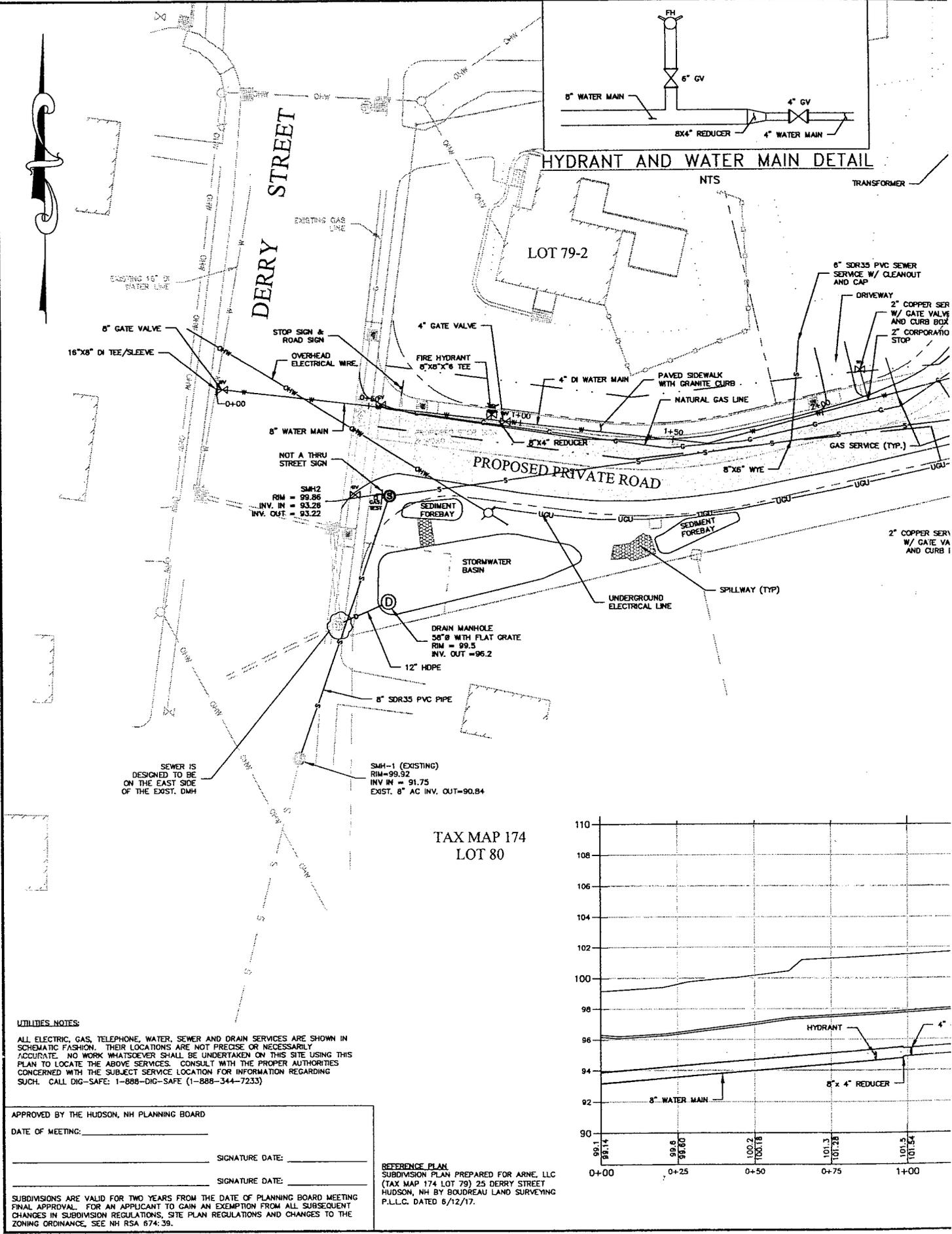
Length of Main: —

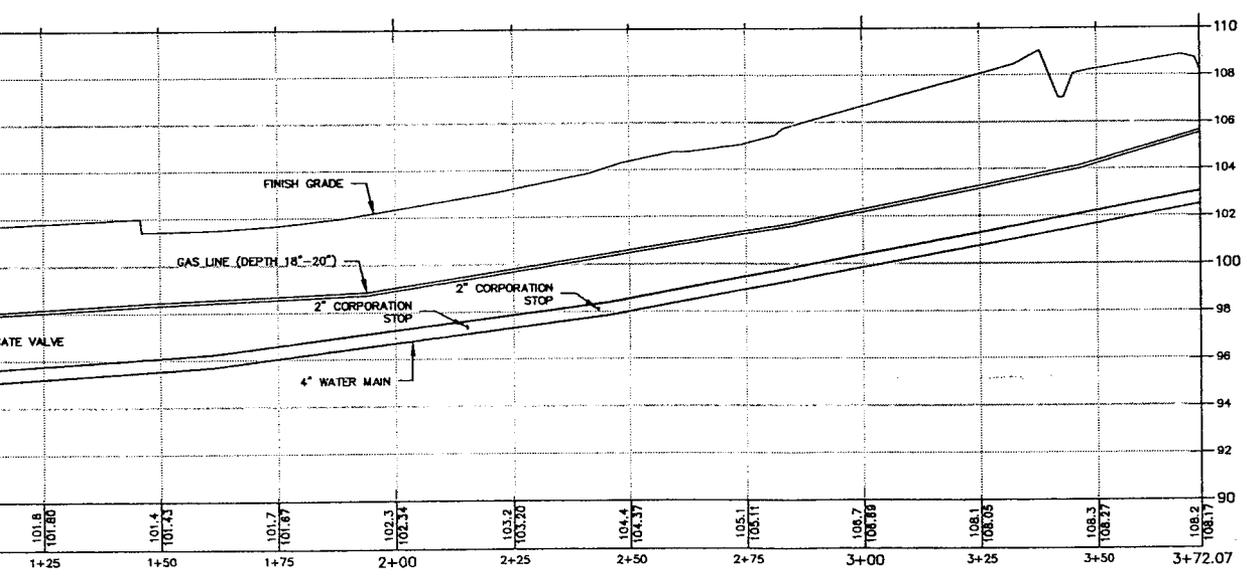
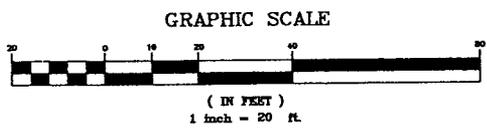
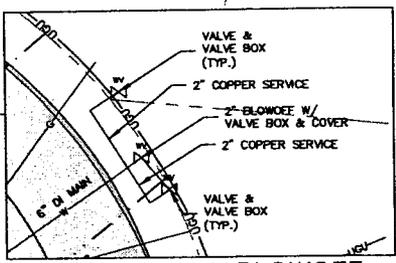
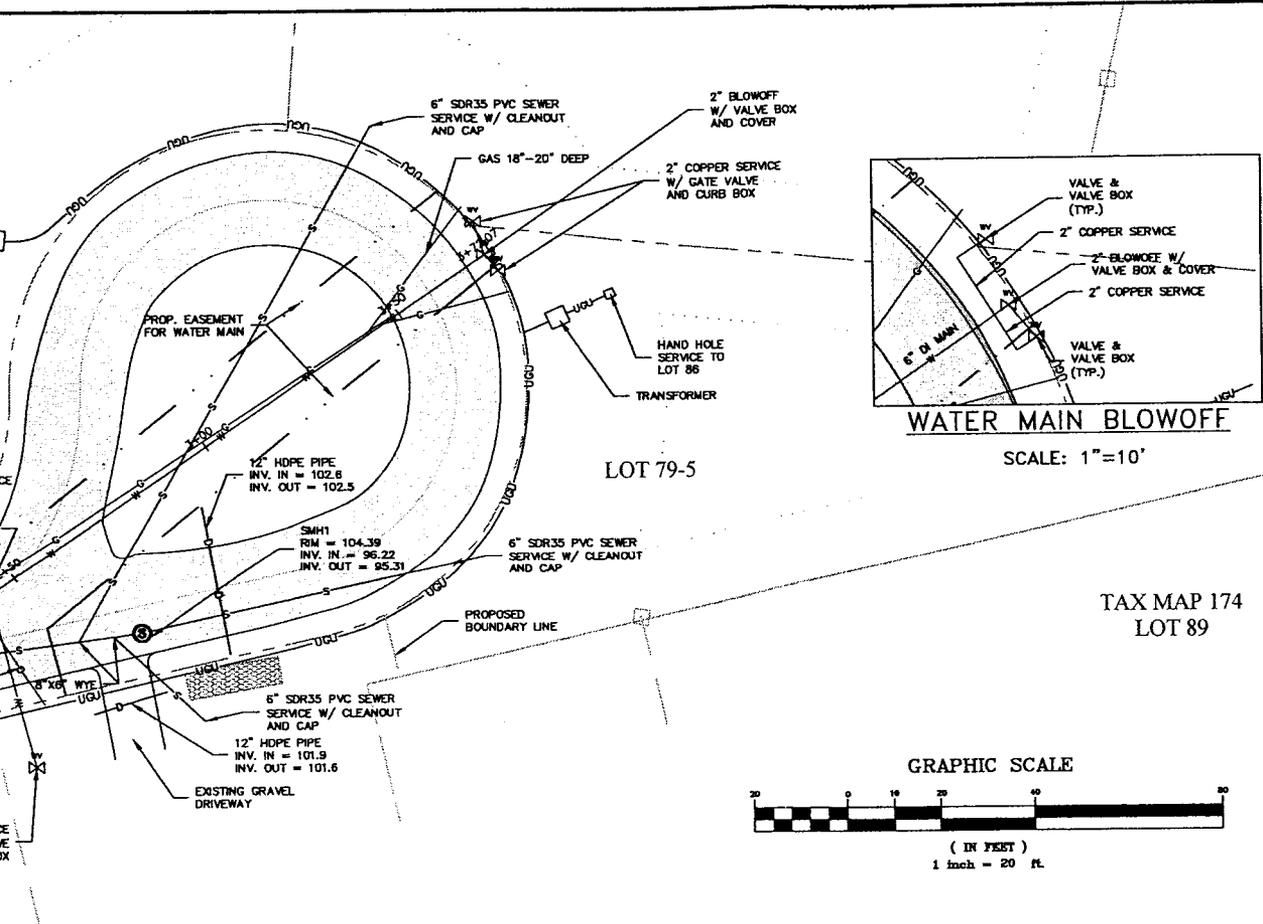
Passed Failed

Date: 6/17/19

Date: 6-17-19

Gallons of _____ % Solution.





WATER MAIN PROFILE SCALE: H: 1"=20, V: 1"=4'

NO.	REVISIONS	DATE	INT.
2.	REVISIONS PER TOWN ENGINEER COMMENTS	8/6/19	MCS
1.	REVISIONS PER TOWN ENGINEER COMMENTS	8/23/19	MCS
0.	INITIAL SUBMISSION	8/6/19	MCS

DATE: 8/6/19
 SCALE: 1"=20'
 DESIGNED BY: MS/JLG
 DRAWN BY: MCS
 APPROVED BY: MJS
 DWG FILE: 18-068 CIVIL ASBUILD.dwg

AS BUILT PLAN

prepared for
DEREK MANAGEMENT
 TAX MAP 174, LOT 79
 25 DERRY STREET HUDSON, NH

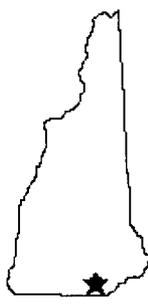
MJS ENGINEERING, P.C.
 CIVIL • STRUCTURAL • ENVIRONMENTAL
 5 BAIL ROAD ST., P.O. BOX 355
 NEWBURY, NH 03857
 PHONE: (603) 659-4974 FAX: (603) 659-4427
 E-MAIL: TJS@MJS-ENGINEERING.COM

JOB: 18-068

AB2

8.B

Agenda
10-22-19



TOWN OF HUDSON

Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

TO: Steve Malizia, Town Administrator
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer *EZD*

DATE: October 10th, 2019

RE: Request for Approval of Funds from Corridor Accounts

RECEIVED

OCT 11 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

The Town of Hudson is projected to have 11 out of 14 town owned intersections on a Transparity software platform, which provides 24/7 access to our cabinet boxes, utilizing portable devices and a stationary control center at Town Hall. We also have access to the camera/ detection parameters located at Kimball Hill and Route 111, state owned intersection.

Off the 11 town owned intersections, Elm Ave & Route 102 is not equipped with traffic performance modulus which provides daily traffic counts, analysis of vehicle types and in depth analysis of the intersection. This is also the case for Kimball Hill and Route 111. These licenses will provide daily traffic data for two "gate" town intersections.

This will require a onetime expenditure per intersection.

I have attached a quote from our traffic light contractor as follows:

- | | |
|------------------------|------------|
| 1. Kimball & Route 111 | \$4,500.00 |
| 2. Elm Ave/ Route 102 | \$4,500.00 |

The proposed work will consist of permanent installation of the license. This feature will be beneficial to the Town for current and future traffic mitigation and planning.

This expenditure was reviewed and approved by the Planning Board at their September 19, 2019 meeting. The Engineering and Planning Department's recommendation to the Board of Selectmen is to approve this expenditure.

This project is 100 % funded by corridor funds.

First Motion:

To waive the bid process and sole source this work to Electric Light, Inc. for the following reasons:

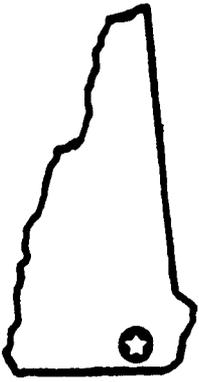
1. They have been and currently are our traffic light consultant and contractor.
2. They currently provide support services for such systems.

Second Motion:

To approve and proceed with the purchase of one license using Corridor Account#: 2000-2070-000-091, not to exceed \$4,500.

Third Motion:

To approve and proceed with the purchase of one license using Corridor Account#: 2000-2070-000-086, not to exceed \$4,500.



TOWN OF HUDSON
PLANNING BOARD

NOTICE OF RECOMMENDATION



12 School Street

Hudson, New Hampshire 03051

603/886-6008

September 25, 2019

Board of Selectmen
12 School Street
Hudson, NH 03051

On Wednesday, September 18, 2019, the Hudson Planning Board heard the following item;

- A. Request to Release Corridor Impact Funds for Traffic Camera Software Licenses by Elvis Dhima, P.E., Town Engineer (Memo dated 9-6-19).

Concerning the subject matter presented before the Planning Board, you are hereby notified of the following actions:

The Planning Board moved to recommend to the Board of Selectmen the release of \$4,500.00 from Impact Fee Account 2000-2070-000-086, Corridor – Route 111 Improvements for the purchase of one traffic light license for the Kimball Hill & Route 111 intersection in accordance with the written request for same from the Town Engineer (please see attached memo from Town Engineer, Elvis Dhima, dated 06 SEPT 2019).

The Planning Board moved to recommend to the Board of Selectmen the release of \$4,500.00 from Impact Fee Account 2000-2070-000-091, Corridor – Route 102 Improvements for the purchase of one traffic light module license for the Elm Ave & Route 102 intersection in accordance with the written request for same from the Town Engineer (please see attached memo from Town Engineer, Elvis Dhima, dated 06 SEPT 2019).

For specific discussion relative to this decision, please consult the public minutes recorded during this Hearing.

Signed: Brian Groth Date: 9/25/19
Brian Groth
Town Planner

cc: Elvis Dhima, Town Engineer



TOWN OF HUDSON

Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

TO: Brian Groth, Town Planner
Planning Board

FROM: Elvis Dhima, P.E., Town Engineer
Brian Groth, Town Planner

DATE: September 6, 2019

RE: Request for Approval of Funds from Corridor Accounts

The Town of Hudson is projected to have 11 out of 14 town owned intersections on a Transparity software platform, which provides 24/7 access to our cabinet boxes, utilizing portable devices and a stationary control center at Town Hall. We also have access to the camera/ detection parameters located at Kimball Hill and Route 111, state owned intersection.

Off the 11 town owned intersections, Elm Ave & Route 102 is not equipped with traffic performance modulus which provides daily traffic counts, analysis of vehicle types and in depth analysis of the intersection. This is also the case for Kimball Hill and Route 111. These licenses will provide daily traffic data for two “gate” town intersections.

This will require a onetime expenditure per intersection.

I have attached a quote from our traffic light contractor as follows:

- | | |
|------------------------|------------|
| 1. Kimball & Route 111 | \$4,500.00 |
| 2. Elm Ave/ Route 102 | \$4,500.00 |

The proposed work will consist of permanent installation of the license.

This feature will be beneficial to the Town for current and future traffic mitigation and planning.

The Engineering and Planning Department is asking the Planning Board to approve and recommend the expenditure to the Board of Selectmen.

First Motion:

To approve and proceed with the purchase of one license using Corridor Account#: 2000-2070-000-091, not to exceed \$4,500.

Second Motion:

To approve and proceed with the purchase of one license using Corridor Account#: 2000-2070-000-086, not to exceed \$4,500.

ELECTRIC LIGHT COMPANY INC.

One Morgan Way
Cape Neddick, ME 03902

Voice: 207-361-1234
Fax: 207-361-2017

QUOTATION

Quote Number: 19121
Quote Date: Sep 6, 2019
Page: 1

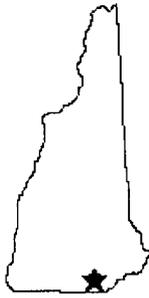
Quoted To:
Town of Hudson Elvis Dhima, P.E. 12 School Street Hudson, NH 03051

Customer ID	Good Thru	Payment Terms	Sales Rep
NH-HUDJOB	10/6/19	Net 30 Days	

Qty	Item	Description	Unit Price	Amount
2.00	EA	Supply and install Gridsmart Performance Plus Licensed Modules into the existing systems. Kimball / Rt. 111, Elm / Rt 102	4,500.00	9,000.00
			Subtotal	9,000.00
			Sales Tax	
			TOTAL	9,000.00

QUOTE IS GOOD FOR 30 DAYS

8.C. Agenda
10-22-19



TOWN OF HUDSON

Engineering Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

RECEIVED

OCT 11 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

TO: Steve Malizia, Town Administrator
Board of Selectmen

FROM: Elvis Dhima, P.E., Town Engineer *EDD*

DATE: October 10, 2019

RE: Request for Approval of Funds from Corridor Accounts

The Town of Hudson currently has eleven cameras (Town owned and operated) on a McCain/GridSmart camera platform connected through town owned fiber optic infrastructure. The current system provides 24/7 access to camera detection and live visual access to each intersection, utilizing portable devices and a stationary control center at Town Hall.

Upon the completion of proposed work all 14 town owned and operated intersections will on the same platform.

I have attached a quote from our traffic light contractor as follows:

Lowell & Birch Intersection Upgrade:	\$30,875.00
Lowell & Executive Intersection Upgrade:	\$38,880.00
Lowell & Oblate Intersection Upgrade:	\$40,217.50

The proposed work will consist of connecting the three existing intersections to our control system, utilizing our fiber optic, installing GridSmart cameras / traffic controllers and daily traffic data collection.

All three proposed systems will be connected through fiber optic and will allow our staff and traffic consultant to observe and adjust detection and time cycles as needed, reducing the amount of response time and cost reduction related to maintenance. In addition, this setup allows access to the traffic controllers from the Town Hall control center and portable devices.

In addition, the camera live feeds will be installed at Police and Fire dispatch centers at a later time.

Below is a list of benefits related to completing the proposed work:

Pros:

1. More efficient traffic processing and live access to the intersections
2. Better response time to diagnose and address issues
3. Provides daily traffic volumes, which will be used to adjust traffic cycles now and in the future
4. Reduction in consulting fees by eliminating trip time
5. Ability to observe Opticon operation status
6. The best option available for hands on training for our current and future traffic technicians
7. Provide camera feed to Police and Fire Dispatch centers

In conclusion, while the Town works towards determining the best way to deal with traffic in the long term, moving the entire system to a smarter platform will provide relief in the short term and provide better processing and coordination, without building additional roads or lanes.

This expenditure was reviewed and approved by the Planning Board at their October 9th, 2019 meeting. The Engineering and Public Works Department's recommendation to the Board of Selectmen is to approve this project.

This project is 100 % funded by corridor funds.

First Motion:

To waive the bid process and sole source this work to Electric Light, Inc. for the following reasons:

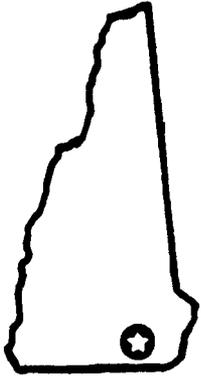
1. **They have been and currently are our traffic light consultant and contractor.**
2. **They are currently the only company that provides expertise and equipment in such system platforms.**
3. **They currently provide support services for such systems.**

Second Motion:

To approve and proceed with Lowell & Birch, Lowell & Executive and Lowell & Oblate intersection upgrade project using Corridor Account #: 2070-000-701, not to exceed \$54,986.25.

Third Motion:

To approve and proceed with Lowell & Birch, Lowell & Executive and Lowell & Oblate intersection upgrade project using Corridor Account #: 2070-000-702, not to exceed the amount of \$54,986.25.



**TOWN OF HUDSON
PLANNING BOARD**

NOTICE OF RECOMMENDATION



12 School Street

Hudson, New Hampshire 03051

603/886-6008

October 10, 2019

Board of Selectmen
12 School Street
Hudson, NH 03051

On Wednesday, October 9, 2019, the Hudson Planning Board heard the following item;

- A. Request to Release Corridor Impact Funds by Elvis Dhima, P.E., Town Engineer dated September 24, 2019.

Concerning the subject matter presented before the Planning Board, you are hereby notified of the following action:

The Planning Board recommends to the Board of Selectman the release of \$54,986.25 from Impact Fee Account 2070-000-701, Corridor – Zone 1 Traffic Improvements for the Lowell Road and Birch Street Intersection Upgrade, the Lowell Road and Executive Drive Intersection Upgrade, and the Lowell Road and Oblate Intersection Upgrade, in accordance with the written request for same from the Town Engineer (please see attached memo from Town Engineer, Elvis Dhima, dated 24 SEPT 2019).

The Planning Board recommends to the Board of Selectman the release of \$54,986.25 from Impact Fee Account 2070-000-702, Corridor – Zone 2 Traffic Improvements for the Lowell Road and Birch Street Intersection Upgrade, the Lowell Road and Executive Drive Intersection Upgrade, and the Lowell Road and Oblate Intersection Upgrade, in accordance with the written request for same from the Town Engineer (please see attached memo from Town Engineer, Elvis Dhima, dated 24 SEPT 2019).

For specific discussion relative to this decision, please consult the public minutes recorded during this Hearing.

Signed: _____

Date: _____

10/10/19



ELECTRIC LIGHT
COMPANY INC.

One Morgan Way
Cape Neddick, ME 03902

Voice: 207-361-1234

Fax: 207-361-2017

QUOTATION

Quote Number: 19132

Quote Date: Sep 23, 2019

Page: 1

Quoted To:
Town of Hudson Elvis Dhima, P.E. 12 School Street Hudson, NH 03051

Customer ID	Good Thru	Payment Terms	Sales Rep
NH-HUDJOB	10/23/19	Net 30 Days	

Qty	Item	Description	Unit Price	Amount
1.00	LS	Install new traffic controller, fiber drop and Gridsmart camera. Lowell / Oblate	30,875.00	30,875.00
		Includes:		
1.00	LS	Controller		
1.00	LS	Gridsmart w/ Data Module		
1.00	LS	Fiber Drop 200'		
2.00	EA	SFPs		
1.00	EA	Switch		
1.00	EA	Cabinet Patch Panel		
1.00	EA	Fiber Splice Boot		
1.00	LS	Executive / Lowell	38,880.00	38,880.00
		Includes:		
1.00	LS	Controller		
1.00	LS	Gridsmart w/ Data Module		
1.00	LS	Fiber Drop 2000'		
1.00	LS	Splice Boot		
1.00	EA	SFP		
1.00	EA	Switch		
1.00	EA	Cabinet Patch Panel		
1.00	LS	Birch / Lowell	40,217.50	40,217.50
		Includes:		
1.00	EA	Contriller		
1.00	LS	Gridsmart w/ Data Module		
1.00	LS	Fiber Drop 2,300'		
1.00	EA	Switches		

Subtotal	Continued
Sales Tax	Continued
TOTAL	Continued

QUOTE IS GOOD FOR 30 DAYS



ELECTRIC LIGHT
COMPANY INC.

One Morgan Way
Cape Neddick, ME 03902

Voice: 207-361-1234

Fax: 207-361-2017

QUOTATION

Quote Number: 19132

Quote Date: Sep 23, 2019

Page: 2

Quoted To:
Town of Hudson Elvis Dhima, P.E. 12 School Street Hudson, NH 03051

Customer ID	Good Thru	Payment Terms	Sales Rep
NH-HUDJOB	10/23/19	Net 30 Days	

Qty	Item	Description	Unit Price	Amount
2.00	EA	SFPs		
1.00	EA	Cabinet Patch Panel		
		Police details are not included.		
			Subtotal	109,972.50
			Sales Tax	
			TOTAL	109,972.50

QUOTE IS GOOD FOR 30 DAYS



TOWN OF HUDSON

Office of the Assessor

Jim Michaud
Chief Assessor, CAE
email: jmichaud@hudsonnh.gov
www.hudsonnh.gov

S.D. *Agudo*
RECEIVED

OCT 17 2019

TOWN OF HUDSON
SELECTMENS OFFICE



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

MEMORANDUM

October 22, 2019

TO: Board of Selectmen
Steve Malizia, Town Administrator

FROM: Jim Michaud, Chief Assessor *JM*

RE: Renaming of position and new job description
Request to post for position

As the BOS are aware, we have received the written resignation of the current Assessment Technician, effective for December 27, 2019. As with any opening, we review the job description to make sure we are not only meeting the needs of the department but also the needs of the taxpayers as stakeholders. The title of Assessment Technician and its job description were created in the year 2000, and much has changed in the assessment field in those 19 years. We have reviewed 11 other NH communities to determine what their second in command job descriptions and title are. Of the 11 communities, 6 call the position Deputy Assessor, 3 call the position Assistant Assessor, and 2 of the more dated ones call the position Appraiser. Given that there has been a prior history in Hudson associated with the title of Assistant Assessor, we believe it is best to rename the position in alignment with Deputy Assessor, similar to other NH communities. This title, along with its revised job description attached, will enable the recruitment process to be more effective, and bring the title into the current era.

Draft Motion: To retile the position of Assessment Technician to Deputy Assessor and to approve the posting of the position.

TOWN OF HUDSON
JOB DESCRIPTION
Deputy Assessor

Effective Date: 10/2019

DEPARTMENT: Assessing

JOB TITLE: Deputy Assessor

SALARY: Hudson Police, Fire & Town Supervisors Association

WORK SCHEDULE: Full time position consisting of forty (40) hours per week with additional hours as required. Non-exempt position per collective bargaining agreement.

JOB SUMMARY / SUPERVISION: Position is responsible for performing the technical work involved in appraising and examining all types of real property for local purposes. Performs duties independently using technical judgment and knowledge of state and local laws, regulations and guidelines.

ACCOUNTABILITY: Reports directly to the Chief Assessor who is consulted when technical problems occur and is responsible for assuming the responsibilities of the Chief Assessor during his or her absence.

ESSENTIAL DUTIES AND RESPONSIBILITIES: (The following is illustrative of the duties and responsibilities associated with the position and are not intended to be all-inclusive.)

Appraises all real property in the Town performing field measurements and inspections of residential and commercial buildings, including but not limited to, new and incomplete construction, additions, alterations and demolition. Inspects land and land use changes, deed transfer and subdivision changes. Notes all technical aspects of property construction and location. Determines fair appraisal of market value of property by using appropriate appraisal techniques. Conducts research of real property deeds when necessary.

Maintains property record cards for real property, including collected data and calculated cost with depreciation, current market and assessed value considered.

Gathers information for property appraisal data from property owners, building contractors, real estate agents, attorneys, bankers and public officials.

Answers questions of property owners, prospective investors and builders in regard to current and future assessments. Answers questions on exemptions allowed.

Explains appraisal methods and techniques and trains personnel in their use, as well as assists with questions and problems relating to various appraisal methods and techniques when necessary.

Defends assessed values at New Hampshire Board of Tax and Land Appeals or Superior Court.

Performs other related duties as required.

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS: High School Diploma or equivalent is required. Associates degree in business/public administration or related fields is preferred; two years of experience in assessing, appraisal or real estate work is preferred; or any equivalent combination of education or experience that demonstrate possession of the required knowledge, skills and abilities.

CERTIFICATION/LICENSE REQUIREMENTS: Position requires a valid driver's license from state of residence and the ability to become certified as a New Hampshire Assessor from the New Hampshire Association of Assessing Officials, in addition to ability to become approved as a DRA –Certified Property Assessor Supervisor.

**TOWN OF HUDSON
JOB DESCRIPTION
Deputy Assessor**

Effective Date: 10/2019

KNOWLEDGE, SKILLS, ABILITIES, AND OTHER REQUIREMENTS: Considerable knowledge of the principles and various techniques of real property appraisal; working knowledge of construction materials, costs, and workmanship and of state and local tax assessment and collection laws and town zoning regulations; good knowledge of real estate and commodity values; computer literate with understanding of mass appraisal systems and state appeal process. Ability to analyze factors which influence the value of real property and to make appropriate appraisals; ability to make accurate arithmetical computations and tabulations; ability to establish effective working relations with general public, officials, professionals and co-workers; ability to communicate orally and in writing; ability to prepare reports with recommendations.

SUMMARY OF OCCUPATIONAL EXPOSURES: May be exposed to dirt, dust, paint, plaster, pollen, muddy/snowy/wet surface and soil conditions as well as domestic animals etc.

SELECTION PROCESS/APPOINTMENT: Screening process may include personal interview, work history verification, reference checks, criminal and driving record history. Board of Selectmen appoints based on recommendation from the Chief Assessor.

Physical Activity Requirements

PRIMARY PHYSICAL REQUIREMENTS

LIFT up to 10 lbs:	Frequently Required
LIFT 11 to 25 lbs:	Occasionally Required
LIFT 26 to50 lbs:	Rarely Required
LIFT over 50 lbs:	Not Required
CARRY up to 10 lbs:	Frequently Required
CARRY 11 to 25 lbs:	Occasionally Required
CARRY 26 to50 lbs:	Rarely Required
CARRY over 50 lbs:	Not Required
REACH above shoulder height:	Frequently Required
REACH at shoulder height:	Frequently Required
REACH below shoulder height:	Frequently Required
PUSH/PULL:	Occasionally Required

HAND MANIPULATION

Grasping:	Frequently Required
Handling:	Frequently Required
Torquing:	Rarely Required
Fingering:	Frequently Required

OTHER PHYSICAL CONSIDERATIONS

Twisting:	Frequently Required
Bending:	Frequently Required
Crawling:	Not Required
Squatting:	Occasionally Required
Kneeling:	Occasionally Required
Crouching:	Frequently Required
Climbing:	Occasionally Required
Balancing:	Frequently Required

WORK SURFACE(S)

Counter tops and desks	√
Flooring (various types)	√
Uneven surfaces	√
Sloped Surfaces	√
Snow or icy surfaces	√
Grass/Pavement	√
Vehicle Interiors	√

COGNITIVE AND SENSORY REQUIREMENTS

Speaking:	Required to communicate orally with others
Hearing:	Required for receiving instructions, information
Sight:	Required to perform essential job duties
Tasting:	Not required
Smelling:	Not required

**DURING AN 8 HOUR DAY,
EMPLOYEE IS REQUIRED TO:**

	<u>Consecutive Hours</u>								<u>Total Hours</u>							
Sit	1	2	3	4	5	6	7	8	1	2	3	4	5	6	7	8
Stand	1	2	3	4	5	6	7	8	1	2	3	4	5	6	7	8
Walk	1	2	3	4	5	6	7	8	1	2	3	4	5	6	7	8

Equipment: Telephone, stapler, calculator, pen/pencil, personal computer and mouse oriented software, photocopier, fax machine, tape measure, mobile radio, automobile, digital camera, microfiche, Town assessing software and other related assessing and office equipment.

Environment: Inside 25% Outside 75% (Percentage spent daily)

ASSESSMENT TECHNICIAN JOB DESCRIPTION

The Assessment Technician position is responsible for the technical work involved in the assessment of residential real property for ad valorem purposes.

SUPERVISION RECEIVED

Works under the broad supervision of the Assistant Assessor who is consulted when unusual problems occur. Performs duties as assigned and outlined under state and local laws, regulations and guidelines.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Performs field measurements and inspection of residential buildings including new buildings, additions, alterations, demolition and incomplete construction. Also inspect land and land changes resulting from map changes, deed transfer and subdivision changes. Note all technical aspects of property construction and location. Field time devoted to this aspect will be approximately seventy percent (70%).

Approximately thirty percent (30%) of the time will be devoted to the following duties:

1. Verification of sales information from buyers/sellers/realtors/appraisers
2. Updating information in the appraisal database system
3. Investigating applications for abatement to determine a recommendation of action for the Assistant Assessor
4. Reviewing applications for exemptions, current use, etc. and formulate the response to these requests for Assessor's review
5. Providing backup office coverage
6. Providing general training to clerical staff
7. Performs other related duties as required

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED

Basic knowledge of the principles and various techniques of real property appraisal; working knowledge; working knowledge of construction materials, costs and workmanship and of state and local assessment and collection laws and town zoning laws; good knowledge of real estate values. Computer literacy with understanding and hands-on experience of mass appraisal systems and the state and local appeals process. Ability to analyze factors which influence the value of real property; ability to make accurate arithmetical computations and tabulations; ability to establish effective working relations with the public, officials, professionals and co-workers; ability to communicate orally and in writing; ability to prepare reports with recommendations

MINIMUM QUALIFICATION REQUIREMENTS

High school graduate, supplemented by college or university courses. Special training in appraisal and assessment practices or any equivalent combination of experience and training which provides the knowledge, skills and abilities required. Reevaluation experience a plus.

WORKING CONDITIONS

Assessment Technician works in a confidential office environment dealing with many different demands from various sources. All assignments must be accurate and the incumbent must be able to handle demands for information with immediate response. The department works on a team participation concept to assure success.

FIELD PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is occasionally required to reach with hands and arms, stand, walk, and use hands to finger, handle, feel or operate objects, tools or controls. The employee is occasionally required to sit, climb or balance, stoop, kneel, crouch or crawl, and talk or hear. Must maintain a valid driver's license.

The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, peripheral vision and the ability to adjust focus.

SELECTION GUIDELINES

Formal application, rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Submitted by: _____ Approval: _____



TOWN OF HUDSON

Office of the Assessor

Jim Michaud
Chief Assessor, CAE
email: jmichaud@hudsonnh.gov

www.hudsonnh.gov



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6009 · Fax: 603-594-1160

8.E. *Dejorda* 10-22-19

To: Board of Selectmen
Steve Malizia, Town Administrator

October 17, 2019

RECEIVED

From: Jim Michaud, Chief Assessor *JM*

OCT 17 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

RE: Hillsborough County Registry of Deeds – newly imposed municipal fees

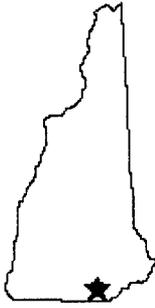
In order to maintain the Town's record of property ownership, the Registry of Deeds is required (RSA 478:14) to provide copies of all deeds to the Town. In the past, this has been accomplished by providing a free account to the Assessing Department to allow us to search and print. We have been able to print all recent deeds as well as any previous deeds, mortgages, plans, etc. which the Assessing Department needed in order to maintain our property records.

With the exception of Rockingham County, all New Hampshire counties have contracted with Fidlar Technologies. Fidlar has provided the counties with new software to satisfy the county's requirement under RSA 478:14. This software, which is called Monarch, copies the most recent Hudson documents directly to our server. Monarch is free of charge. A second program, called Laredo, is a search program designed to search, view and print all existing deeds. Starting January 1, 2020, it will cost the Town \$2 per page to print from Laredo.

Assessing will still be able to print the vast majority of the deeds and plans needed through Monarch. These are the recent documents that Amy McMullen processes on a regular basis. What we, as well as other Town departments, will no longer be able to do free of charge is print previous documents. As we have not had the need, we have not kept track of the number of previous documents that Assessing prints; however, we would estimate that we print three to five documents a week. Most are at least two pages, some are multiple pages (mortgages, easements, etc.). On a rough estimate we would expect that the new Laredo software will cost the Assessing Department \$500 per year. Other departments also print documents from the Registry, i.e., Tax Collector, Planning, Zoning, Town Administrator's Office etc. They will also be impacted by these charges.

A number of municipalities are considering pursuing legislation to prohibit all NH Counties from charging fees to municipalities for printing Registry documents. I believe that Hudson should be part of that effort, is this something the Board of Selectmen would wish to be a part of?

478:14 Copies of Conveyances for Tax Purposes. – Every register shall, upon request, in an acceptable media, send copies of all deeds, mortgages, and other conveyances of real estate which have been recorded in the registry during the preceding 3 months to the selectmen of each town and to the assessors of each city in his county quarterly, each year, between January 1 and January 5, April 1 and April 5, July 1 and July 5, and October 1 and October 5. The register shall send, between April 1 and April 5, in an acceptable media, copies of all deeds, mortgages, and other conveyances of real estate which have been recorded in the registry during the preceding tax year to every town and city in the county which did not request the quarterly copies.



TOWN OF HUDSON
Finance Department



S.F.

Agenda
10-22-19

12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6000 • Fax: 603 881-3944

RECEIVED

OCT 17 2019

TOWN OF HUDSON
SELECTMENS OFFICE

To: Steve Malizia, Town Administrator
From: Kathy Carpentier, Finance Director 
Date: October 16, 2019
Subject: **Bid Recommendation – Multi-use Athletic Field Assessment**

Recommendation:

I agree with the recommendation of Dave Yates, Recreation Director that the bid for this project should be awarded to Wilcox and Barton, the lowest bidder, at the bid price of \$6,000.

Budget Information:

This project will be paid from the Recreation Fees collected by the Planning Board (2050-182) which currently has \$38,942.

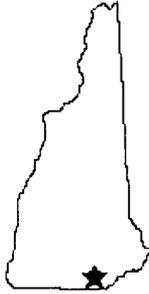
Bid Information:

The project was advertised in the Union Leader and on the Town website. The bid was direct mailed to four (4) vendors. Four sealed bids were received and opened at a formal bid opening on Friday, October 4, 2019 at 10:00am.

Motion:

To award the bid for the Multi-use Athletic Field Assessment for Liberty Field to Wilcox and Barton, in the amount of \$6,000. with funds from the Recreation Fees account (2050-182) as recommended by the Recreation Director and the Finance Director.

Cc: Dave Yates, Recreation Director



TOWN OF HUDSON

Recreation Department



12 School Street • Hudson, New Hampshire 03051 • Tel: 603-886-6008 • Fax: 603-816-1291

TO: Steve Malizia, Town Administrator
Board of Selectmen

FROM: Dave Yates

DATE: October 16th, 2019

RE: Engineering Assessment Services– Liberty Field

The Board of Selectmen requested an engineering assessment of the above.

We advertised on the Union Leader and on the town website on September 13th, 2019. On September 20th, 2019 we held a mandatory pre-bid meeting at the site and four parties attended that meeting. In addition, we sent the bid invitations to four different vendors. Our engineering estimate for these services was \$10,000.

On October 4th, 2019 we received four bid as follows:

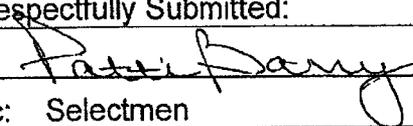
- | | |
|--|---------|
| 1. GM2, Concord, NH: | \$9,950 |
| 2. Weston & Sampson Engineers, Inc., Manchester, NH: | \$9,835 |
| 3. SFC Engineering, Manchester, NH: | \$8,800 |
| 4. Wilcox & Barton, Inc, Londonderry, NH | \$6,000 |

The Town Engineer's and Recreation Director recommendation to the BOS is to approve this contract for engineering assessment services to the low bidder Wilcox & Barton, Inc,

Motion:

To approve the contract for Engineering Assessment Services for the Liberty Field to Wilcox & Barton, Inc, for the amount of, not to exceed \$6,000, using Account #: 2050-182.

Office of the Town Clerk/Tax Collector
 Multi-use Athletic Field Assessment
 Friday, October 4, 2019 @ 10:00am

Name & Address	Received Date	Bid Price
no name (delivered by ups)	27-Sep-19	\$ 9950. ⁰⁰
GM2, Concord NH	11:30am	
SFC Engineering Inc	3-Oct-19	\$ 8800. ⁰⁰
183 Rockingham Rd #3 East, Windham NH 03087	4:30pm	
Weston & Sampson	4-Oct-19	\$ 9835. ⁰⁰
7 Perimeter Rd, Manchester, NH 03103	8:15am	
Wilcox & Barton	4-Oct-19	\$ 6,000. ⁰⁰
1B Commons Dr, Unit 12B, Londonderry NH 03053	9:23am	
Respectfully Submitted:		
		
cc: Selectmen		
Finance		
Engineering/Recreation		

October 3, 2019

Mr. Elvis Dhilma, P.E.
Town Engineer
Town of Hudson
12 School Street
Hudson, New Hampshire 03051

**RE: Proposal for Multi-use Athletic Field Assessment
Hudson, New Hampshire**

Dear Mr. Dhilma:

Wilcox & Barton, Inc. is pleased to submit this proposal for engineering services for assessment of the Multi-use Freedom Field. This proposal is prepared in response to the Request for Proposal dated September 5, 2019 and information provided at the pre-bid meeting on September 20, 2019.

While visiting the site and based on our review of the design plans, Wilcox & Barton, Inc. observed that a significant developed area upgradient of the athletic field contributes stormwater to the low-lying field. Based on erosion in the gravel road and lack of observed stormwater controls, it appears that a significant amount of stormwater runs onto the field and is likely contributing to the saturated soil conditions. We propose a comprehensive approach that includes both a geotechnical evaluation of the field subgrade and a drainage analysis to evaluate how much stormwater is running onto the field.

1.0 Company / Team Background

Wilcox & Barton, Inc. is a full service civil and environmental engineering company. Founded in 2000, we are a New England-based company with our corporate headquarters in Londonderry, New Hampshire. Our clients rely on us for our innovation, communication, respect and service – the cornerstones of our success. Wilcox & Barton's team of civil engineers has extensive land use experience including, but not limited to, site layout, grading, utility design, stormwater modeling, design of stormwater treatment and control systems, water system design, waste water system design, local, state and federal permitting, preparation of construction documents and construction support services.

Erin Lambert, PE, LEED AP will be the Project Manager for this project. Ms. Lambert has more than 20 years of civil site design and permitting experience and has extensive experience in infrastructure design. Her approach to site design begins with efficient land use: layout of a site that works with existing site topography and natural features, minimizes disturbance and impervious surfaces, decentralizes stormwater and implements small stormwater controls throughout the site to mimic existing site hydrology. Her experience includes stormwater

modeling, design of innovative drainage controls, and subsurface drainage. She has designed numerous athletic fields and subsurface drainage systems for athletic fields and parking lots.

Wilcox and Barton, Inc. has teamed with Geotechnical Services, Inc. (GSI). For 20 years, Wilcox & Barton, Inc. and GSI have collaborated on projects to provide comprehensive civil, geotechnical and environmental design solutions. GSI provides practical, cost-effective, and competent engineering and construction related services to clients throughout the New England area.

Mr. Harry Wetherbee, P.E., MSCE will serve as the Principal Engineer for the geotechnical evaluation. Mr. Wetherbee has more than 20 years of experience in construction, geotechnical engineering and materials testing. He has gained a considerable understanding of the latent difficulties associated with earthwork and geotechnical construction. He has extensive experience evaluating subsurface soil and groundwater conditions and providing innovative and cost-effective design solutions.

We have included Company Profiles and Key Personnel resumes to provide you with additional information.

2.0 Experience/ References

The Wilcox & Barton, Inc. team of civil engineers specializes in site design and permitting. We are working on or have completed the following projects that include stormwater analysis, design of stormwater controls and treatment, design of subsurface drainage system, and corrective actions to remedy existing stormwater issues:

Project: Rollins Court Pocket Neighborhood, Concord, NH
Developer: Jonathan Chorlian, 80 School Street, Concord, NH 03301, (603) 431-0629
Schedule: Design completed June 2019; Construction began July 15, 2019

Wilcox & Barton, Inc. provided site design and permitting services for an 8-unit residential neighborhood. The site receives stormwater from a large upgradient watershed. The previous building experienced flooding in the basement and the closed drainage system backed up on site in large storm events. Wilcox & Barton, Inc. designed innovative stormwater controls for the new development, including infiltration drip edges and bioretention swales. We hydraulically separated the stormwater that flows onto the site, designed an underground retention system that prevents the down-gradient closed drainage system from flooding in large storm events. We assisted the developer with negotiating drainage easement with the upgradient abutters.

Project: Banks-Chevrolet Cadillac Parking Expansion, Concord, NH

Developer: Banks-Chevrolet Cadillac

Schedule: Design completed in June 2019; permitting is underway; Anticipated Start of Construction Spring 2020

Reference: Fred Booth, 137 Manchester Street, Concord, NH 03301; (603) 419-8000

Wilcox & Barton, Inc. is providing civil and environmental engineering services to expand vehicle storage for Banks-Chevrolet's thriving Concord, NH dealership. Our civil site design services include design of 170,000 SF of new vehicle storage, site lighting, landscaping, and underground infiltration galleries to control and treat stormwater. Our stormwater design eliminates 4.7 million gallons of water from annually flowing into the municipal stormwater system. Permitting for the project includes Major Site Plan approval through the Planning Board, an NHDES Alteration of Terrain Permit, and a Stormwater Pollution Prevention Plan (SWPPP). Wilcox & Barton, Inc. We will provide construction oversight services during construction

**Details of additional Relevant Projects are included as an attachment.*

GSI has provided geotechnical consulting and testing services on the following related projects:

Project	Client
Trinity High School Athletic Fields (January 2019)	Huntress Sports
Dracut High School, Dracut, MA	Huntress Sports
Central Catholic High School, Lawrence, MA	Huntress Sports
Nashua North High School, Nashua, NH	Geller Sports
New England College, Henniker, NH	McCourt Engineering
Methuen High School, Methuen, MA	Huntress Sports
Ipswich Middle High School, Ipswich, MA	Huntress Sports
Hebron Academy, Hebron, MA	Huntress Sports
Assumption College, Worcester, MA	Geller Sport
Athletic Field 14, Weston, MA	Larson Associates

Reference

Chris C. Huntress, RLA
Huntress Sports
17 Tewksbury Street
Andover, MA 01810
C: (978) 758-6290
P: (978) 470-8882

3.0 Project Approach

It is our understanding that the Town of Hudson (Town) constructed the multi-use athletic field with a warm-up practice field next to it in 2017. Since 2018, the field has experienced water ponding on the practice field and the main field which has rendered the fields unusable. At this

time, the Town is seeking a qualified engineering firm to evaluate the cause of the ponding and provide options for correction actions.

While visiting the site, Wilcox & Barton, Inc. observed a significant developed area upgradient of the athletic field that contributes stormwater to the low-lying field. A significant amount of stormwater appears to run onto the field and is likely contributing to the water ponding issue. We propose a comprehensive approach that includes both a geotechnical evaluation of the field subgrade and a drainage analysis to determine how much stormwater is running onto the field. Our approach is as follows:

Field Exploration

It is our belief that the problem with the field is lack of proper drainage and a subsoil that is not capable of efficient infiltration of surface water. Wilcox & Barton, Inc./GSI recommends advancing 6 test holes to a depth of 2 feet below grade. We will use a Soil test “bucket auger” and collect samples classified using the Burmister system. At the test hole termination, we will perform a Dynamic Cone Penetrometer test to determine relative density. The soil samples will be tested in the laboratory for grain size analysis using ASTM procedures C-117 and C-136. At several locations, we will perform Guelph permeameter tests to determine the saturate hydraulic conductivity (Ksat) of the subsoil strata.

File Review and Analysis

Wilcox & Barton, Inc. will review all available plans and documentation related to design and construction of the athletic field, including surveys, design plans and as-builts. Wilcox & Barton, Inc. will analyze the upgradient watershed and evaluate what, if any, stormwater controls are in place.

Recommendations

Wilcox & Barton, Inc. will summarize the results of our geotechnical investigation and stormwater analysis. We will provide multiple recommendations for improvements to the field surface drainage and subdrainage systems. We also anticipate recommending multiple options for upgradient drainage controls that can be installed to reduce or eliminate stormwater flow onto the field. We will summarize our finding and recommendations in a letter report.

4.0 Schedule

Our team is available to begin work immediately upon receipt of a signed contract and Notice to Proceed. Together Wilcox & Barton, Inc. and GSI have more than 30 full time employees located in multiple offices. We have staff available to work on the project immediately and to complete the work on or before November 27, 2019.

5.0 Cost Proposal

Wilcox & Barton, Inc. will complete the above-described scope of work for a lump sum fee of **\$6,000**. Billing for the project will occur upon completion of the work.

Additional services, if required, will be billed on a time-and-materials basis upon approval by the client. Wilcox & Barton, Inc. standard labor rates are as follows:

Category	Rate
Staff Geologist/Engineer/Scientist	\$95.00/hr
Project Geologist/Engineer/Scientist	\$125.00/hr
Senior Geologist/Engineer/Scientist	\$155.00/hr
Principal Engineer/Geologist	\$195.00/hr
Administration	\$65.00/hr
Mileage	\$0.58/mile
Direct expenses	Cost + 15%

6. Forms

Enclosed with this proposal are signed copies of the Proposal Form, Specifications Exception Form, Alternate Form W-9 and Indemnification Agreement.

Thank you for the opportunity to provide a proposal for this project. If you have any questions, or require additional information, please contact me at (603) 369-4190 x527.

Very truly yours,

WILCOX & BARTON, INC.



Erin R. Lambert, P.E, LEED AP
Associate Vice President



Mark A. Yiatras, P.G.
Senior Geologist

Wilcox & Barton INC.

CIVIL • ENVIRONMENTAL • GEOTECHNICAL

About Us

Since its founding in 2000, Wilcox & Barton, Inc. has grown from a two-person environmental consulting firm to a full service civil and environmental engineering company. Our clients are law firms, developers, insurance companies, state and local governments, and business owners. Each has come to rely upon us as an ardent guardian of their best interests. Our success comes from putting client interests ahead of our own. Your project is our project; we are your partner from beginning to end, from discovery to closure, and from project concept to completion.

We are a New England-based engineering firm with staff in nearly all northeastern states. While our core business is primarily in the New England/New York geographical area, we travel nationally to perform due diligence environmental assessments, hazardous materials surveys, property condition assessments, and other environmental and engineering services.

Our clients rely on us for innovation, communication, respect, and service - the cornerstones of our success. Our clients like working with us, and our staff enjoys direct involvement in a variety of interesting and challenging projects for those clients. Among our senior staff, you will find the most experienced professionals in the New England market, bringing expertise in earth sciences, hydrogeology, building-related hazardous materials, risk assessment, civil and environmental engineering, and regulatory compliance.

This entire team is dedicated to the Wilcox & Barton, Inc. mission - to provide outstanding and responsive consulting and engineering services to our clients. As a company, and core to our philosophy, we look for solutions and don't always follow the standard template for environmental and engineering projects. Clients count on us to deliver it better, faster, and more efficiently.

Environmental Consulting

- + Site Investigation and Characterization (including drilling, laboratory analysis, and field measurements)
- + ASTM Environmental Site Assessments (all phases), Property Condition Assessments, and due diligence support
- + Remedial system design, construction, and operation and maintenance
- + Environmental compliance, permitting, strategy, and regulatory interface
- + Underground storage tank removal and closure assessment
- + Brownfield redevelopment, permitting and finance
- + Asbestos, Lead-based Paint, and PCB inspection, planning, and abatement management
- + Expert witness and litigation support

Civil Engineering

- + Wastewater system design and permitting
- + Site layout design and subdivision planning
- + Geotechnical testing, evaluation, and engineering services (teamed with Geotechnical Services, Inc.)
- + Spill Prevention Control and Countermeasure Plan preparation, training, and inspections
- + Construction support, safety planning and inspection, soil management planning and oversight
- + Underground and aboveground storage tank design, tank management, and compliance consultation
- + Stormwater management planning, permitting, Erosion Control Plans, and monitoring

WWW.WILCOXANDBARTON.COM

#1B Commons Drive, Unit 12B, Londonderry, NH 03053 • Ph: (603) 369-4190 | (888) 777-5805 • Fax: (603) 369-6639

Offices In: New Hampshire • Vermont • Massachusetts • Connecticut • Hawaii



Civil Engineering

Wilcox & Barton, Inc. provides site design for Residential, Commercial, Institutional, Municipal, and Mixed-Use projects. Our design staff includes Professional Engineers licensed or registered throughout New England and New York.

Site Design and Land Use Planning

Wilcox & Barton, Inc. provides insightful planning and site design that integrates the client's goals, physical site attributes, natural resources, regulatory requirements, and the local community. We conduct feasibility studies and prepare conceptual plans to assist in the decision-making process for cost-effective site selections for commercial, retail, institutional, educational and residential development.

Wilcox & Barton, Inc. understands the complexities of obtaining land use permits and the importance of the permitting timeline. Identifying permits that are on the critical path is crucial to achieving our clients' goals and schedule. Early in the design process, we meet with stakeholders at the local level (Planning, Engineering, Public Works and Code Enforcement staff) and with state regulators (NHDES, MassDEP, Maine DEC, etc.). We have extensive experience obtaining NHDES Alteration of Terrain, Wetlands, and Shoreland Protection permits and presenting before planning boards, zoning boards and conservation commissions.

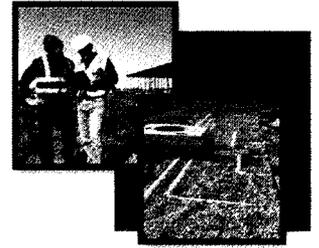
Our services include:

- Master Planning and Feasibility Studies
- Circulation Studies (Vehicular, Pedestrian, ADA Compliant Routes)
- Site Design
- Subdivision Design
- Road Plan and Profiles
- Stormwater Modeling and Design
- Water and Sewer Extensions
- Septic Design
- Local, State and Federal Land Use Permitting
- Quantity Take-offs
- Construction Oversight
- Funding Assistance (ie. NHDES State Revolving Loan Fund, USDA Rural Development, Community Development Block Grants)

Stormwater Management

Stormwater controls are critically important for protecting groundwater, surface waters, and habitats as well as public and private infrastructure. Our approach is to maintain existing hydrology, minimize site disturbance and impervious surfaces, and to decentralize and implement innovative stormwater controls. From designing retrofit Best Management Practices for older, existing properties to large scale control and treatment systems for new construction, our engineers have the breadth of experience needed for your project.

We understand commercial developers must provide maximum value to every square foot of real estate on their property. Stormwater design and management can impact space better utilized for parking, buildings and green space. We work with our clients to design solutions that meet their project goals and objectives while at the same time complying with local, state and federal stormwater regulations.



We design rain gardens, bioretention swales, tree box filters, underground infiltration galleries and detention ponds to control and treat stormwater runoff. We have extensive experience with stormwater modeling and obtaining local, state and federal stormwater permits.

Water and Wastewater System Services

Wilcox & Barton, Inc. provides a complete suite of water and wastewater system services for institutional, commercial, and residential projects. We specialize in municipal water and sewer service connection design and permitting; on-site wastewater system evaluations, design and permitting; and existing system evaluation and inspections. We design solutions that are based on site parameters and client objectives.

New infrastructure as well as the retrofit of existing systems requires detailed research, review, investigation and coordination. Compliance is a matter of technical expertise and scrupulous data management as well as critical design criteria, flow calculations, and permitting.

Relevant Projects

Banks-Chevrolet Cadillac Vehicle Storage, Concord, NH

Wilcox & Barton, Inc. is providing civil and environmental engineering services to expand vehicle storage for Banks-Chevrolet's thriving Concord, NH dealership. Our civil site design services include design of 170,000 SF of new vehicle storage, site lighting, landscaping, and underground infiltration galleries to control and treat stormwater. Our stormwater design eliminates 4.7 million gallons of water from annually flowing into the municipal stormwater system. Permitting for the project includes Major Site Plan approval through the Planning Board, an NHDES Alteration of Terrain Permit, and a Stormwater Pollution Prevention Plan (SWPPP). Wilcox & Barton, Inc. We will provide construction oversight services during construction.



Rollins Court Residential Pocket Neighborhood, Concord, NH

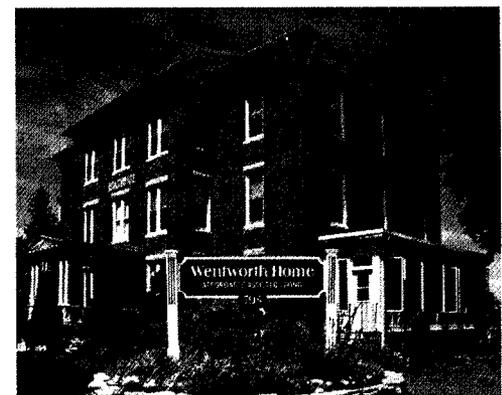
Wilcox & Barton, Inc. provided civil engineering services to design and permit this new eight-unit residential pocket neighborhood while also preserving the former Governor Rollins Mansion and carriage house for an office and live/work use. Wilcox & Barton, Inc. provided zoning support to obtain variances from the Zoning Board of Adjustment. We designed site layout, grading, utility extensions and service connections, as well as stormwater controls.



Of particular note in this project was our comprehensive drainage solution for the pocket neighborhood and upgradient properties. Through a reduction in impervious area, implementation of multiple infiltration practices (including drip edges and bioretention swales) and underground detention, we were able to control stormwater to eliminate on-site flooding and reduce the burden on the municipal stormwater system.

Memory Care Addition at Wentworth Home, Dover, NH

Wilcox & Barton, Inc. is the civil engineer for an 18-unit memory care addition to the Wentworth Home senior living facility in Dover, NH. Led by Lavalley | Brensinger Architects, we are part of a collaborative design team including a construction manager and other engineering disciplines. We are responsible for site design, grading, utility extensions, drainage controls, landscaping, and permitting through the City of Dover. Stormwater controls include a series of treatment and infiltration practices to mitigate the increased stormwater runoff. The landscape design includes plantings and hardscape features at the redesigned entrance to the facility for the enjoyment of residents and visitors and a secure memory garden.





Erin Lambert, PE, LEED AP
Associate Vice President
Civil Engineering- NH
elambert@wilcoxandbarton.com
603-369-4190 x 527

Experience

22 Years

Education

BS Civil Engineering
Lehigh University 1997

Registrations & Certifications

Professional Engineer NH 2003
Leadership in Energy & Environmental
Design (LEED) Accredited Professional
40-Hour Hazardous Waste Operations and
Emergency Response (HAZWOPER)
8-Hour HAZWOPER Annual Refresher
10-Hour OSHA Construction

Professional Affiliations

Capital Region Food Program, Vice
Chair of Board of Trustees and member
of Holiday Food Basket Committee
Plan NH, former board member

Erin Lambert is an Associate Vice President of NH Civil Engineering and Senior Project Manager. She delivers high-quality, individually tailored solutions for clients including K-12 and higher education facilities, continuing care communities, residential and commercial developers, resident-owned communities, utility companies and municipalities. In addition to managing our talented NH Civil team, Erin navigates projects from conceptual planning to final design and construction. She delivers site design plans, inclusive of site layout, grading, utility connections/extensions, stormwater controls and construction details. She manages projects with precision, partly because of her extensive experience obtaining local, state and federal permits, including NHDES Alteration of Terrain, Shoreland Protection, Wetlands, and Sewer Connection permits.

Representative Project Experience

Rollins Court Neighborhood & Rollins Court Mansion, Concord, NH

Erin provided civil engineering services to design and permit a new eight-unit residential pocket neighborhood while also preserving the historic Governor Rollins Mansion and carriage house for an office and live/work use. She coordinated site design, grading, utility extensions, and innovative stormwater controls to accommodate a large upgradient watershed while eliminating onsite flooding.

Banks Chevrolet Expanded Vehicle Storage, Concord, NH

Erin is the Project Manager for the site engineering design and permitting for construction of 130,000+ sf of additional vehicle storage. She manages site layout, grading, and drainage controls to obtain local and NHDES AOT permits. The underground infiltration system is designed to remove 4.7 million gallons of annual runoff from the municipal stormwater system.

Havenwood-Heritage Heights, South End Redevelopment, Concord, NH

Erin is the Project Manager for redevelopment of nine senior housing units on the South End of the campus. She is guiding the site layout to optimize pedestrian connectivity, walkability, and to create a neighborhood within the larger community which is important for the comfort and safety of Havenwood-Heritage Heights residents. Underground infiltration, stone drip edges and bioretention gardens provide stormwater treatment in accordance with NHDES AOT requirements.

Wentworth Home, Dover, NH

Erin is the Project Manager for the site engineering design and permitting for construction of a 15,000 sf memory care addition to the historic Wentworth Home Assisted Living facility. She oversees the design of an expanded parking lot, driveway relocation, low impact drainage controls, and ADA accessibility to the main entrance in the new courtyard and memory care garden. Erin is working closely with the Construction Manager and design team to coordinate disciplines and maximize efficiency.

Relevant Prior Experience

Concord Elementary School Consolidation Project, Concord NH
Project Manager for Site Design and Permitting for 2 New Schools and
Associated Playgrounds

New Dover High School and Athletic Fields, Dover NH
Project Manager for Site Design and Permitting. Design included soccer fields,
softball fields, tennis courts, subsurface drainage below the parking lots, and
preliminary design of a turf field with subsurface drainage.

New Soccer Fields for Loudon Youth Athletic Association, Loudon NH
Project Manager and Senior Engineer for Site Design and Permitting

Customer Acceptance

Proposal: **Proposal for Multi-use Athletic Field Assessment
Hudson, New Hampshire**

Proposal Date: October 3, 2019

Please indicate your acceptance of this proposal by signing below, initialing all pages and the attached Terms and Conditions, and returning a copy which will serve as our authorization to proceed. In signing this proposal (contract), the Client authorizes Wilcox & Barton, Inc. to complete the professional services outlined in this contract in accordance with the attached Terms and Conditions.

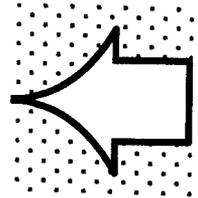
The client acknowledges that payment for services will be rendered upon receipt of an invoice, that the terms agreed upon can only be changed by a written addendum agreed to by both parties, and work may be stopped until payment is made in accordance with the agreement.

Accepted By:

Authorized Representative of the Client

(Print Name & Title)

(Date)



**SIGN
HERE**

WILCOX & BARTON, INC.

GENERAL TERMS AND CONDITIONS

These General Terms and Conditions (the "Terms") are submitted by Wilcox & Barton, Inc. (the "Company") in conjunction with a Proposal for Service (the "Proposal") to Client (as defined on the order form) and are made, and will remain, a condition thereof. Upon acceptance and execution of the Proposal by the Client, these Terms will become effective and binding. These Terms shall apply to any subsequent revision of the Proposal unless otherwise expressly provided in writing at that time.

1. Proposals are valid for a period of forty-five (45) days. After forty-five (45) days the Company reserves the right to revise proposals to allow for changing costs, workloads, regulatory requirements, or other factors.
2. The technical and pricing information in the Proposal is the confidential and proprietary property of the Company, and shall not be disclosed or made available to third parties without the written consent of the Company.
3. The Company shall endeavor to submit invoices to Client on a monthly basis unless agreed otherwise in writing. Payment is due upon receipt of the invoice. All payments shall be made by either check to an address specified by the Company or by or electronic transfer to an account designated in writing by the Company. The Company reserves the right to assess interest at a rate of up to one-and-one-half percent (1.5%) per month on any amount due in excess of thirty (30) days past the invoice date.

Client acknowledges and agrees that if Client's payment is more than sixty (60) days past-due from the invoice date, the Company may institute collection action against the Client. Client further agrees to pay all collection costs, including legal fees, associated with collection of the past-due invoice.

Client agrees that if payment is not made in full, Client shall have no right to any document prepared by the Company and the Company reserves the right to require the return of any documents submitted to the Client or others.

Client must submit any dispute to an invoice in writing to the Company within fifteen (15) days of receipt of an invoice. Otherwise, thereafter, the invoice will be considered correct and Client waives the right to dispute the invoice.

4. The proposed fees and schedule constitute the Company's best estimate of the charges and time required to complete the project. Client acknowledges and agrees that as the project progresses, the environmental conditions, changes in the law, or other unknown facts or events may dictate revisions in scope, schedule and fee. The Company will inform the Client of such situations so that revisions can be accomplished.
5. Fee and schedule commitments will be subject to change for delays caused by Client's failure to provide access to the project site, necessary facilities or required information, or for delays caused by unpredictable occurrences or force majeure, such as fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults by suppliers of materials or services, process shutdown, acts of God or of a public enemy, or acts or regulations of any governmental agency.
6. Where payment is based on time-and-materials the Client agrees that the following will apply:
 - a. The minimum time segment for charging of field work is four (4) hours. The minimum time segment for charging of office work is one-quarter (1/4) hour. There is no premium charge for overtime unless specifically agreed upon. Where applicable, rental and testing charges will be applied to the project to cover the cost of pilot-scale facilities or sophisticated apparatus, instrumentation or other technical machinery. The Client will be advised of same prior to the start of an assignment.
 - b. Expenses which will be charged separately to Client include travel and living expenses of personnel when away from the home office on business connected with the project; identifiable communication, shipping and reproduction costs; identifiable drafting and stenographic supplies; and expendable materials and supplies purchased specifically for the project. An administrative and handling charge will be added, in accordance with Environmental Services' Schedule of Fees.
7. If subsequent to Client's acceptance and execution of a Proposal, the Company determines that specialized equipment must be obtained to perform the services, the Client will be notified of the cost of such equipment and the Client may choose either to acquire or obtain the equipment directly or to have the Company acquire or obtain the equipment, in which case the cost of the equipment and the obtaining thereof will be payable by Client upon demand as a reimbursable expense.
8. The Company reserves the right to suspend or terminate services for any reason after giving seven (7) days written notice to the Client. The Company may immediately cancel the project and discontinue its services at any time, without notice, for cause, which shall include, but not be limited to, Client requests for the Company to perform services that would be illegal or unethical; Client failure to provide the Company access to the project site, materials or facilities necessary to perform its work; and Client failure to remit payment within forty-five (45) days after the invoice date. Further, if at the time of termination or suspension, Client has invoices outstanding for thirty (30) days or longer, the Company may withhold any work until it has been paid in full.

No cancellation of this project by Client will be effective unless written notice thereof has been received by the Project Manager of the Company.

If work is cancelled by either party, Client shall remain fully liable for and promptly pay the Company the full amount for all services rendered by the Company to the date of cancellation of services, including all retained billings, if applicable, plus cancellation charges. Cancellation charges will include personnel and equipment rescheduling or reassignment adjustments and all other related costs and charges directly attributable to the cancellation (collectively, the "Cancellation Charges"). If work is cancelled by the Client without cause, the Client shall pay, in addition to all other amounts due to the Company, an early termination fee equal to fifty percent (50%) of (i) the remaining fees due to the Company under the Proposal (for a "Lump Sum" contract) or (ii) the anticipated fees due to the Company under the Proposal were the project completed (when billing on a time-and-materials basis) (the "Early Termination Fee"). If cancelled, a final invoice will be calculated on the first (1st) or fifteenth (15th) of the month (whichever comes first) following the effective date of such cancellation.

- a. Where payment is based on a "Lump Sum" contract, Client agrees that the final invoice will be based on the percentage of work completed to the effective date of cancellation, plus the Cancellation Charges and the Early Termination Fee, if applicable.
 - b. Where payment is based on time and materials, Client agrees that the final invoice will include all services and direct expenses up to the effective date of cancellation, plus the Cancellation Charges and the Early Termination fee, if applicable.
9. The Company's work will be performed in accordance with generally accepted professional standards.

The services of the Company shall be rendered without any warranty, express or implied. In no event shall the Company be liable for special, incidental or consequential damages of any kind arising out of the services performed under the Proposal by the Company, its agents, employees or other representatives, even if the Company has been advised of the possibility of such damages.

The Company does not represent or warrant that any permit or approval will be issued by any governmental body. The Company will endeavor to prepare any application for any such permit or approval in conformance with all applicable requirements, but, in view of the complexity and the frequent changes in applicable rules and regulations and interpretations by the authorities, the Company does not guarantee that any such application will be complete or will conform to all applicable requirements. Clients desiring further assurance regarding their applications for permits or approvals are advised to obtain legal or other appropriate counsel.

The Company does not represent or warrant that the reports drafted pursuant to the Proposal will be accepted by any governmental body. The Company will endeavor to supply Client with reports that are adequate to meet regulation/certification requirements and other requirements of any governmental body, but the Company cannot guarantee that any such reports will receive favorable treatment by a governmental body. Some governmental bodies have authority to audit reports submitted to them. The Company does not guarantee that any reports drafted pursuant to the Proposal will not be subject to an audit.

10. All documents, data, drawings, diagrams, specifications, calculations, reports, processes, data, and all other documents developed under the Proposal are Work Product of the Company and shall remain the exclusive property of the Company. The Company maintains all of its rights, title, and interest in any and all Work Product, whether arising from copyright, patent, trademark, or any other state, federal, or common law intellectual property right law or doctrine. The Company maintains any and all rights arising under 17 USC 106A or any other rights of identification of authorship or rights of approval, restriction, or limitation on use.

The Client recognizes that the services and contents of any project reports and associated documents provided to the Client by the Company are solely for the benefit of Client. The contents of any project reports and associated documents shall not be quoted or otherwise referenced or furnished to any other person, and no other person shall be entitled to rely thereon, without the Company's prior written consent.

11. All documents including drawings, data, plans, specifications, reports or other information recorded on or transmitted as Electronic Files are subject to undetectable alteration, either intentional or unintentional, due to transmission, conversion, media degradation, software error, human error, or other causes. Electronic Files are provided for convenience and informational purposes only and are not finished Product. The actual hardcopy documents, together with any addenda or revisions, are and will remain the official copies of all documents. The Company makes no representation of the accuracy or completeness of any accompanying Electronic Files. Client waives any and all claims against the Company that may result in any way from the Client's misuse, unauthorized reuse, alteration, addition to, or transfer of Electronic Files.
12. The Company will maintain at its own expense Worker's Compensation insurance, Comprehensive General Liability insurance and Professional Liability insurance and upon request will furnish the Client a certificate to verify the same.
13. Client and the Company have discussed the risks, rewards, and anticipated outcome of the project described in the Proposal and an estimated total fee for services, and agree that to the fullest extent permitted by law, the total liability, in the aggregate of the Company and its officers, directors, employees, agents, and independent professional associates and consultants, to the Client, and anyone claiming by, through, or under the Client for any and all injuries, claims, losses, expenses, or damages whatsoever related to the Company services shall not exceed the lesser of (i) the total compensation received by the Company under this agreement or (ii) the total amount of \$25,000.00. This limitation will apply regardless of legal theory and includes, but is not limited to, claims or actions alleging negligence, errors, omissions, strict liability, breach of contract, or breach of warranty of the Company or its officers, directors, employees, agents, or independent professional associates or consultants.

The Company's calculation of fees, either hourly or lump sum, is based upon and conditioned on Client's acceptance of and enforcement before a Court or Arbitrator of this Limitation of Liability. A request by the Client to increase the limit of liability must be made to the Company in writing at the time of the Client's acceptance of the Proposal. The Company may agree to increase the limit of liability in consideration of additional payment by the Client. The increased limit of liability will become effective upon agreement on the fee and execution of the Proposal.

14. The Client agrees to hold harmless, indemnify and defend the Company, its employees, officers, directors, agents and subcontractors against all claims, suits, fines, penalties, damages or losses, including attorneys' fees and other costs of settlement and defense, which arise out of, or are related, to the Proposal or the Company's performance of services thereunder, except to the extent they are caused by the Company's negligence or willful misconduct.
15. In the event that the performance of the services under this Proposal requires the engagement of a Licensed Site Professional (LSP), Licensed Environmental Professional (LEP), or similar professional registered with and subject to the laws and regulations promulgated by the State in which the services are provided (collectively the LSP/LEP Program), the following will apply:
 - a. Under the LSP/LEP Program, and under certain circumstances, the LSP/LEP owes professional obligations to the public, including, by way of example and without limitation, a duty to disclose the existence of certain contaminants to the [Commonwealth of Massachusetts in circumstances of "imminent hazards" as defined by the Massachusetts Contingency Plan.]
 - b. Client understands and acknowledges that in the event that the licensed professional's obligations under the LSP/LEP Program conflict in any way with the terms and conditions of the Proposal or the wishes or intentions of Client, the licensed professional is bound by law to comply with the requirements of the LSP/LEP Program. Client recognizes that the licensed professional is immune from civil liability resulting from any such conflict.
 - c. Client agrees to indemnify, defend and hold harmless the Company from and against any claims, losses, damages, fines, or administrative, civil, or criminal penalties resulting from the licensed professional's fulfillment of the licensed professional's obligations under the LSP/LEP Program.
16. In the event that the performance of the services under the Proposal requires the Company to access the site to conduct site reconnaissance, surveys, borings, or other explorations, the Company will take reasonable precautions to minimize damage to the site from use of equipment, but, absent negligence or willful misconduct on the part of the Company, its agents, or employees, the Company shall not be responsible for damage to the site caused by normal and customary use of equipment. The cost for restoration of damage that may result from the Company's operations has not been included in its fee, unless specifically stated in the Proposal, and will be the responsibility of Client.
17. In the event that samples collected by the Company or provided by Client, or wastes generated as a result of site investigation activities, contain or potentially contain substances or constituents which are or may be regulated contaminants as defined by federal, state, or local statutes, regulations, or ordinances, including, but not limited to, samples or wastes containing hazardous materials, said samples or wastes remain the property of the Client and the Client will have the responsibility for them as a generator. Client acknowledges that Company has not generated or released and, is not responsible, in whole or in part, for the presence of any hazardous materials, pollutants or other potentially dangerous substance at the site. Only if set forth in the Proposal, the Company will, at Client's expense, perform necessary testing, and either (a) return said samples and wastes to Client, or (b) using a manifest signed by Client as generator, have said samples and wastes transported to a location selected by Client for treatment, storage, or disposal. Client acknowledges and agrees that, to the extent the Company transports wastes or samples at the request of the Client, the Company is working as a bailee and at no time assumes legal title to said waste or samples.
18. Client agrees that any legal action or proceeding arising out of the provision of services by the Company pursuant to the Proposal or any modification thereof may be submitted, at the Company's election, to a State Court in the State of Vermont or to an independent arbitrator and shall be governed by the laws of the State of Vermont without regard to choice of law provisions. The Client hereby irrevocably consents to the jurisdiction of (and waives dispute of venue in) the aforementioned venues.
 - a. Any arbitration resulting from disputes pursuant to this Proposal shall take place in Montpelier, Vermont, under the Commercial Arbitration Rules (including Expedited Procedures) then in effect of the American Arbitration Association. The arbitrator shall have the authority to award preliminary and final equitable relief as well as money damages. Any award of the arbitrator shall be binding on the parties, and judgment or an appropriate decree may be entered thereon in any court having jurisdiction thereof.
19. The Client agrees that if Client is for any reason dissatisfied with the services the Company provides pursuant to the Proposal (including any revision thereto), before bringing any legal action, including without limitation filing a claim in any court, seeking arbitration, or filing a complaint with any licensing or registration board or body, Client shall give the Company written notice describing with particularity the details of Client's concerns, objections, and grounds for dissatisfaction, shall confer in good faith with the Company concerning the same, and shall give the Company at least thirty (30) days in which to address or cure the same.
20. The Proposal, the Terms, and any other agreement between the Company and the Client are made solely and specifically for the benefit of the parties thereto. No other person shall have any rights, title, interest, or claims thereunder or be entitled to any benefit on account thereof as third party beneficiaries or otherwise, unless specifically agreed to in writing by the Company.
21. Any express terms and/or conditions in the Proposal that are inconsistent or contradictory, take precedence over the Terms. The Terms may otherwise be varied only in a writing signed by the Company and Client.

09/26 7:00 Zoning Brd of Adjustment - Buxton CD Meeting Room

7. OLD BUSINESS

A. Votes taken after Nonpubl

- 1) Motion by Selectman [redacted] to the position of Tru Minimum) in accordance with Contract, carried 4-1. *Backup for Selectmen's office* *an Hirschfeld vide VIII, Step 3 Local 1801,*
- 2) Motion by Selectman [redacted] to the position of Tru Minimum) in accordance with Contract, carried 5-0. *Louis Pilat to vide VIII, Step 4E Local 1801,*
- 3) Motion by Selectman [redacted] to sign the attached deployment of Fire [redacted] *re the Fire Chief the Task Force*
- 4) Motion by Selectman [redacted] to the Modification Petition from the position of Building Official to the position of Prevention Officer/Computer Service Operator scale, Step [redacted] to authorize the Town Administrator to sign the Modification Petition, carried 5-0. *to the Modification Petition and add the position Manager/Fire [redacted]*
- 5) Motion by Selectman Roy, seconded by Selectman McGrath, to sell town owned tax deeded property located at 151 Robinson Road to Jen/Nick Home Builders, Inc. in the amount of \$40,000, carried 5-0.
- 6) Motion by Selectman Martin, seconded by Selectman Roy, to sell town owned tax deeded property located at 7 Alpha Street to the highest bidder Kayla Page and Dillon Dumont in the amount of \$200,000, carried 4-1. Selectman McGrath in opposition.
- 7) Motion to adjourn at 9:16 p.m. by Selectman Martin, seconded by Selectman Roy, carried 5-0.

8. NEW BUSINESS

A. Update on Liberty Field

Chairman Morin noted I asked to have this put on the agenda. As you know we have a problem with Liberty Field with flooding earlier in the year. Up to this point, we had a brief discussion but we haven't heard anything on the status of the field at this point. What we may want to do in the future so I'll call Recreation Director Dave Yates to give us an update.

Good evening. Dave Yates asked to give a quick refresher. When we made this field, the intent was the field was for lacrosse which is April through June and soccer which is August through October. As you know, the previous discussion we had several months ago we did not get the lacrosse season on the field as we were hoping for due to the water issues. I'm not sure what's happening out there. We did a walkthrough yesterday of the field with Jess and Jay from Public Works, Selectman Morin was there, and Elvis the Town Engineer was there. The front end of the field still appears to have some wetness. The back 2/3rds of the field is drying out. Up to two weeks ago, there was still standing water on the field. DPW did do a cut of the field yesterday. They haven't been able to get in there because their equipment has been sinking when they go in there. Finally yesterday they were able to get in and we did put a cut on the field. It's probably okay for practices. A lot of the vegetation coming up isn't grass. Its water plants. When it was cut, its crunchy little stems in the ground. I'm going to get a couple of teams out there next week and

Start

see if the back end of the field we can use for practices. It definitely isn't suitable for games. It would be an embarrassment to have other towns come here and play on the field. I hate to see it go to waste. We're going to attempt to get some practices going. The consensus yesterday as we all talked was we don't know what the issue is. Is it groundwater? Can drainage help? Could building the field up could help? The consensus amongst the group yesterday was let's see if the Board will approve to get an engineer in here and let them tell us and put their stamp on it. Let them tell us what the issues are. We can go around, around and around but we're not experts at it. That's the consensus of the group yesterday was to see if this Board would allow us to go out and find an engineer. There is money in the Recreation Capital Reserve Fund - \$35,000 if the Board chose to go that route. That money is available. A little disappointing but we've put a lot of time and effort into it up to now. I really as the Recreation Director think there's a need for it. I'd like to see it be something we can be proud of and right now it needs some work to get to that level.

Chairman Morin indicated at this point they are going to try to use it for practices. We've already spent a lot of money on this field. I hate to just see it sit there. When this came forward to us, it was told to us that we needed this field. You can see why they're running into problems now with putting games on in other places. Also it doesn't reflect this field but due to the Alvirne's CTE building, they are eliminating a field so we're going to lose a field. We're going to need more fields at some point. The school has to expand and unfortunately they're going to be losing a field. At some point, we're going to have to make it up somewhere for people to play on. At this point, I believe the costs that we talked about yesterday was somewhere in the range of \$10,000. It would be best to bring in an engineering company that's familiar with fields to give us a good answer of what we need to do and try to move forward. If we have to take money from something that we already have or we have to budget it in next year's budget, that's why we're here tonight to see if you want to move forward with an engineering company and then see where we're going to move forward after that for the budget next year. Any other comments or questions?

Selectman McGrath asked you mentioned that a field was being eliminated because of the CTE. I thought that that was just a baseball field and not a lacrosse field. Chairman Morin said it is. This field doesn't reflect that field that they're losing but we are losing a field in town. We don't have enough fields as it is. Selectman McGrath noted I've talked to Elvis a number of times about this and he's at a loss as to where the water is coming from. They did testing and it was as dry as a bone when they did the testing and now it's wet. If we've already spent the money instead of just throwing it away if we can determine where the water is coming from and it's something that can be remedied, then I think that we should do that.

Chairman Morin asked should we go with no more than \$10,000. Dave Yates said that's a guesstimate. That was what Elvis had told us the previous quote that he had received was about \$10,000.

Selectman Coutu said just go out to bid and see. We can reject all the bids. Just go out to bid. Mr. Malizia said we could put out an RFP and then we see what we get. Then you can determine from there what you want to do. Just to correct it, it's not out of the capital reserve. It's out of the Planning Board develop fees that have come in for recreation just so we're clear. It's not in the capital reserve. It's in a recreation contribution account.

Chairman Morin asked if we go out to bid is that going to give us enough time if we need to put it in the budget somewhere. Steve Malizia indicated you have to have it in the budget by October/November. I think we can do it pretty quickly. It's not rocket science. Selectman Coutu noted we may have the money. Mr. Malizia said we may. We don't know until we see.

Motion by Selectman Coutu, seconded by Selectman McGrath, to go out to bid for an engineering company to go in and take a look at Liberty Field and determine what the water issue is and what the possible corrective actions may be to repair it, carried 5-0.

Just as an FYI, Selectman McGrath said you can thank Lenny Smith for the recreation contributions. That was his idea a number of years ago. He wasn't a Selectman, he was in the legislature and he was on the Planning Board. Dave Yates indicated it's been used many times over the years.

stop

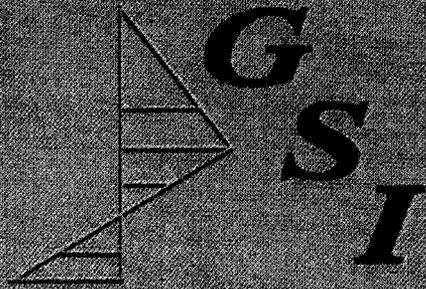
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General Ledger By Account

Page: 1
kcarpentier
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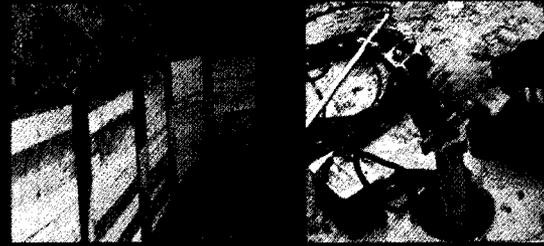
Town of Hudson, NH
2020 to 2020

Account Number	Description							Running Balance		
Batch	Orig Year	Related Account Number	Date	Src	Type	Ref #	Debits	Credits Description		
09-2000-2050-000-182	Impact Fees - Recreation Fees							2020 Beginning Balance	-33,543.05	
40567	2020	09-0000-2110-000-000	7/24/2019	CR-RAD	A	11008-18	800.00	FIN 7/22/19-18		
40763	2020	09-9999-9999-999-999	8/14/2019	JE-ME	A		59.73	Interest		
40772	2020	09-0000-2110-000-000	8/15/2019	CR-RAD	A	11051-20	800.00	FIN 8/15/19-20		
40866	2020	09-0000-2110-000-000	8/27/2019	CR-RAD	A	11070-26	800.00	FIN 8/23/19-26		
40961	2020	09-9999-9999-999-999	9/06/2019	JE-ME	A		71.82	Interest		
40910	2020	09-0000-2110-000-000	9/03/2019	CR-RAD	A	11085-13	400.00	FIN 9/3/19-13		
40985	2020	09-0000-2110-000-000	9/10/2019	CR-RAD	A	11098-10	800.00	FIN 9/10/19-10		
41163	2020	09-9999-9999-999-999	10/08/2019	JE-ME	A		67.77	Interest		
41152	2020	09-0000-2110-000-000	10/07/2019	CR-RAD	A	11136-26	800.00	FIN 10/7/19-26		
41170	2020	09-0000-2110-000-000	10/08/2019	CR-RAD	A	11141-9	800.00	FIN 10/8/19-9		
2020 Ending Balance for Acct # 09-2000-2050-000-182							0.00	5,399.32		-38,942.37
Total Debit/Credit							0.00	5,399.32		
Grand Total								-5,399.32		



GEOTECHNICAL SERVICES, INC
QUALIFICATION STATEMENT

JANUARY 2018



**GSI IS MOTIVATED TO PROVIDE PRACTICAL, COST-EFFECTIVE, AND
COMPETENT ENGINEERING AND CONSTRUCTION RELATED SERVICES
TO INFORMED CLIENTS THROUGHOUT THE NEW ENGLAND AREA.**

**GEOTECHNICAL ENGINEERING
CONSTRUCTION MONITORING AND MATERIAL TESTING
ENVIRONMENTAL STUDIES
EARTH SUPPORT AND FOUNDATION UNDERPINNING**

CORPORATE PROFILE

1.1 Range of Services

GEOTECHNICAL SERVICES, INC. (GSI) comprises an association of engineers, scientists and technicians rendering services in the fields of geotechnical engineering, environmental studies, and construction monitoring and materials testing. Incorporated in 1992, GSI was formed to provide competent and timely service throughout the New England region.

GEOTECHNICAL ENGINEERING

Geotechnical engineering services generally entail a subsurface characterization of individual sites with an engineering evaluation of conditions as they may influence proposed development. Geotechnical investigations are a necessary, preliminary step in planning a building project. A geotechnical investigation proceeds through several phases. Initially, a site reconnaissance is performed to assess the site topography, access, salient geologic features, and hydrology. Some research at local public agencies and reference to USGS and/or USDA soil maps may also be necessary. A proposal is then formulated which addresses the specific site development plans particularly with respect to foundation loads and site finish grades. The proposal includes the scope of work and the estimated fees for the work. After the proposal is accepted, the field investigation begins. This occasionally includes additional research into known site conditions, particularly if the site has pre-existing development. The investigation also includes a subsurface exploration performed by drilling and sampling exploratory borings and/or excavating test pits. For most small to medium size projects, the field exploration takes one to two days. Larger projects can extend proportionally longer. The field investigation can begin within a few days of authorization of the project, depending on the availability of drill rigs or other equipment, and site access constraints.

Once the field exploration is complete, samples are reviewed and laboratory testing is performed to quantify the engineering properties of the soils at the site. These tests typically include gradation and density of the soils, and may also include strength tests, plasticity tests (for swell and shrinkage potential), consolidation properties, grain-size analysis, chemical analysis for corrosion potential and/or planting properties, permeability, and other engineering properties depending on the complexity of the project.

GSI assembles the field and laboratory data and performs various engineering analyses to provide design recommendations for the client, and prepares a written report including boring logs, lab test data, description of the investigation, and recommendations. The engineering evaluation typically concerns itself with the design and construction of foundations, pavement structures, and associated earthwork considerations. Under specific conditions, embankment, slope stability, seismic, and settlement evaluations are accomplished. GSI may also provide design criteria for deep foundations, temporary lateral earth support systems, dams, and dewatering systems.

GEOTECHNICAL ENGINEERING

- Subsurface Explorations and Foundation Studies
- Slope Stability Studies
- Excavation Support System Design and Monitoring
- Settlement Analysis
- Pile Foundation Design, Pile Load Testing
- Wave Equation Analysis for Pile Driving
- Technical Specifications for Drilled-Shaft Design and Load Testing
- Rock Excavation Design
- Earthwork and Foundation Construction
- Construction Dewatering Design and Review
- Mechanically Stabilized Earth Slopes/Retaining Walls Design / Geosynthetics
- Geotechnical-Earthquake Engineering
- Ground Improvement

CORPORATE PROFILE

1.1 Range of Services

SUBSURFACE EXPLORATIONS

Exploration programs to characterize subsurface conditions generally involve the completion of test borings and/or test pits with in-situ soil testing and sampling. Monitoring wells are frequently installed to provide means of evaluating groundwater for environmental purposes. GSI subcontracts the drilling work to qualified contractors and capable of servicing the majority of the subsurface explorations performed. Engineers from GSI provide technical direction during the exploration program and log subsurface conditions and other pertinent information as necessary. GSI also subcontracts with excavating firms when test pits are required for a subsurface characterization. Test pits enable direct visual observation of the subsurface profile, the estimation of seasonal high water table, and the collection of bulk samples for laboratory testing. GSI also owns several portable sampling and insitu test devices, which are used when terrain or headroom constraints preclude the advancement of soil borings. Among the devices are a Sower's Dynamic Cone Penetrometer, Soiltest Static Cone Penetrometer, and Geotest Bucket Auger.

EARTH SHORING, TEMPORARY BRACING, DEWATERING, AND UNDERPINNING DESIGN

GSI performs designs for the safe temporary shoring and dewatering of earth excavations and cofferdams. Temporary shoring systems must be designed for economy without compromising the safety of the workmen. Typical temporary earth support systems include steel pile cofferdams, soldier pile and lagging bracing, soil nailing, and timber sheeting. Slope laybacks are often deemed appropriate when site geometry allows and are designed in accordance with OSHA guidelines as outlined in 29 CFR 1926. Construction dewatering system design entails an assessment of the local hydrogeology, groundwater encroachment, flow calculations, and disposal considerations. GSI has designed dewatering systems utilizing vacuum well points, deep submersible wells, shallow sumps, and sheet pile cut-offs. In addition, we design sediment treatment systems to ensure that groundwater effluent meets EPA criteria for clarity prior to disposal into municipal drainage systems or adjacent wetlands. GSI possesses the necessary laboratory equipment to perform turbidity testing.

Underpinning is required to shore foundations that are experiencing damaging settlements, or to protect existing spread footing foundations from adjacent excavations. GSI designs underpinning systems after a thorough assessment of the subsurface conditions and construction requirements. Typical underpinning designs include concrete pit underpinning, bracket piles, drilled mini-piles, helical piles, jet grouting, and compaction grouting. GSI will prepare a monitoring plan to measure and detect foundation movements as the underpinning progresses and provide overall technical direction during the process.

CORPORATE PROFILE

1.1 Range of Services

CONSTRUCTION MONITORING AND MATERIALS TESTING

During construction, GSI's technical and engineering staff is experienced to provide construction monitoring and materials testing. These services include observation and testing of subgrade preparation, earth embankment construction, pile driving operations, drilled-shaft (caisson) installation, rock blasting, and other construction operations. Soil and geotechnical laboratory testing services are performed under the authority of ASTM E-329 and include triaxial strength testing, permeability testing, consolidation testing, etc. Field density testing is performed with Troxler nuclear density gauges. The specific services include laboratory and field testing of soil, concrete, masonry, asphalt, steel connections, aggregate and building stone materials as outlined herewith:

SOILS

- Nuclear and sand cone moisture/density per ASTM D 1556
- Moisture/density relation of soil per ASTM D 698 and D 1557
- Sieve analysis per ASTM D422
- Topsoil analysis including organics, nutrients, pH, and fertilizer recommendations
- Field monitoring of engineered fill placement

CONCRETE TESTING

- Monitoring concrete placement in accordance with ACI and ASTM standards
- Plastic concrete properties including slump, air content, temperature and unit weight
- Strength tests of hardened concrete specimens
- Performance testing, including freeze-thaw, shrinkage and soundness
- Locating embedded reinforcing steel
- Core removal from hardened concrete

MASONRY TESTING

- Physical properties of masonry units, including brick, block, and building stone
- Block prism compression and bond strength, Sampling and testing of grout and mortar
- Monitoring of masonry construction

ASPHALT TESTING

- Extraction/gradation analysis, Marshall properties
- Rice specific gravity, Field process control testing
- Thickness and in-place density by core removal

AGGREGATE TESTING

- Sieve analysis
- Deleterious materials
- Specific gravity and absorption
- Abrasion-Los Angeles Rattler
- Soundness
- Unit weight

STEEL WELDS AND BOLTED CONNECTIONS, STEEL ERECTION PROCEDURES

- AWS visual weld inspection per specification 5.1.1 for structural steel
- Non-destruction weld testing incorporating ultrasonic, radiography, magnetic particle, and dye-penetrant methods
- Evaluation of bolt tightness with visual, manual (torque testing), or calibration of pneumatic fasteners with Skidmore instrumentation.
- Metal decking, shear stud fixity based on impact resistance
- Column plumbness using optical leveling instrumentation.

CORPORATE PROFILE

1.2 Key Engineering Staff

Mr. Harry K. Wetherbee, P.E., MSCE, Principal Engineer, has over 20 years experience in construction, engineering and materials testing. Mr. Wetherbee has served in the capacity of construction project manager, director of materials testing, and construction resident engineer. Mr. Wetherbee has gained a considerable understanding of the latent difficulties associated with earthwork and geotechnical construction. Particular areas of expertise include pile foundations, temporary earth bracing, and foundation underpinning.

Mr. Glen Zoladz, P.E., Project Engineer, is responsible for a variety of geotechnical, environmental, and construction related projects. Particular project involvement includes retail developments, hospitals, schools, parking garages, dams, and landfills. His experience includes foundation evaluations, earthwork considerations, deep foundation systems, earth, rock-fill, and concrete gravity dams, stability of slopes, pre-consolidation of clays, mechanically stabilized earth techniques, and lateral earth support systems.

Mr. J. W. Miskoe, P.E., Senior Project Engineer, has over 35 years experience in engineered construction. He specializes in the design and coordination of heavy construction applications such as rigging, shoring, and bracing. A considerable asset to GSI, his wealth of experience in sync with academic credentials distinguishes Mr. Miskoe among the engineering community. Recent project experience includes directing the construction of earth bracing and UST installations for AT&T in White Plains, New York.

Mr. Alfred Osborne, Field Services Manager, is responsible for all aspects of field testing and laboratory operations. Mr. Osborne schedules field staff and conducts regular training sessions for nuclear density testing and concrete quality control. Also performs forensic investigations for foundation systems and concrete construction.

Mr. Kevin Maynard, Staff Engineer, has more than 5 years of experience in geotechnical engineering and construction. Responsibilities include coordination of drilling activities, exploration layout, visual engineering classification of soil/rock, direction of laboratory testing of soil/rock, settlement and bearing capacity analyses, slope stability and protection analyses, seepage analysis, lateral earth pressure analysis, shallow and deep foundation analyses, and report preparation.

Mr. Neil White, P.E. Consulting Testing Engineer with over twenty years progressive experience encompassing structural engineering and quality control management. Familiar with all aspects of construction testing along with related codes and specifications. Presently serving as an industry consultant. Familiar with NDT Ultrasonic testing, magnetic particle, dye-penetrant, and visual testing of weldments in accordance with AWS practice.

CORPORATE PROFILE

1.3 Professional Resume

HARRY K. WETHERBEE, P.E.

Principal Engineer

KEY QUALIFICATIONS: Mr. Wetherbee provides engineering services related to geotechnical engineering, earthwork construction monitoring, and construction materials testing. Renders overall direction to the firms technical and engineering staff. Responsible for all phases of project management and administration. Projects include pile installations and load tests, geotechnical investigations, construction materials testing, and temporary earth support design.

EDUCATION: M.S. Geotechnical Engineering, University of Massachusetts, Lowell, Massachusetts
B.S. Civil Engineering, University of Lowell, Lowell Massachusetts
A.S. Civil Technology, Northern Essex Community College, Haverhill, Massachusetts

REGISTRATIONS:

Professional Engineer, Massachusetts, New Hampshire, and Maine
Licensed Septic Designer, New Hampshire
MCIB licensed Class A Concrete Field Technician
Troxler License for Nuclear Density Gages

CIVIC AFFAIRS:

1987-1988, Weare Conservation Commission
1992, Chairman, Weare Conservation Commission
2002 to 2003, Weare Zoning Board of Adjustment
2005 Middle School Building Committee Weare
2015 to Present: Land Monitor, PWSA

AFFILIATIONS:

American Society of Civil Engineers
Boston Society of Civil Engineers
Deep Foundations Institute
International Concrete Repair Institute

PROFESSIONAL ADVANCEMENT:

ASFE Loss Prevention Seminar, January, 1991
ASFE Contracts Seminar, May, 1993
ASFE Understanding Financial Performance Seminar, September, 1993
Boston Earth Retention Seminar, October, 1993
ASCE OSHA Trench Support and Safety, September 2000
ASCE Geo-Institute Short Course - Estimation for Soil properties for Foundation Design, February 2002
Design of Pile Foundations, October 2002

ACADEMIA

Adjunct Instructor, Soil Mechanics and Foundation Design, NHTI, Concord, NH

PUBLICATIONS:

Wetherbee, Soydemir, and Bushnell, 2003; *Friction Piles in Boston Blue Clay*, Suffolk County House of Corrections prepared for the DFI 28th Annual Conference

Wetherbee, Soydemir, Brengola, Zoladz; "Use Of Vertical And Inclined Jet-Grouted Columns For Foundation Enhancement Of Existing Buildings" ASCE Specialty Seminar, NYC, May 2004

REPRESENTATIVE PROJECTS

Franklin Elementary/Middle School, Franklin, MA

GSI completed a geotechnical study for a new 150,000 ft² school and athletic fields across 20 acres. The site was complicated by the presence of a shallow groundwater table (2-3 ft), adjacent wetlands, and a preponderance of large surficial boulders upwards of 5 cubic yards in volume. GSI provided construction monitoring during initial earthwork operations to aid the contractor in controlling the groundwater table and allowing site access for building construction. The surficial boulders were disposed on-site in a borrow area in which clean sand and gravel fill was mined resulting in substantial monetary benefit.

Mendon/Upton Regional School, Upton, MA

GSI completed three geotechnical phases of work for a new 160,000 ft², two-story school and several athletic fields throughout a 30 acre undeveloped site. Due to a rolling topography and an erratic bedrock contour, GSI coordinated closely with the design engineers and architects during the site grading design to mitigate bedrock excavation and optimize the use of the on-site sand and gravel. GSI also completed a geotechnical work scope along a 2 mile sewer route in which bedrock and groundwater concerns had to be identified for design and cost analysis.

Lynn English High School Expansion, Lynn, MA

GSI completed a foundation investigation for a proposed three-story, 100,000 ft² addition for gymnasium and class room space. The site was complicated by the presence of deep organic peat deposits, incinerated waste fill, loose sands, and a deep deposit of soft marine clay to depths of 90 to 120 ft. An extensive subsurface exploration and laboratory testing program was undertaken to determine the strength and compressibility characteristics of the site soils as consolidation of the clay and liquefaction of the loose sand where questionable. Working closely with the design team and completing a meticulous geotechnical engineering evaluation, it was found that a shallow spread footing foundation was suitable resulting in substantial cost savings as compared to a deep pile foundation with structural slab.

Verizon Wireless Arena, Manchester, NH

GSI had several responsibilities on this large project consisting of contracts with the excavation contractor and City of Manchester. The site excavation required extensive dewatering; GSI provided consulting services for the predrainage system and discharge treatment design. These efforts were hampered by the pressurized fine grained glacio lacustrine soils. GSI also supplied construction materials testing for the project and worked closely with Gilbane Corp. and Harvey Construction company.

South Lawrence High School, Lawrence, MA

Responsible for designing and monitoring a construction dewatering system to predrain a site allowing foundation construction in the dry. The site subsurface conditions included difficult soils chiefly comprised of fine-grained glacio-fluvial deposits. The dewatering scheme performance was evaluated with the use of porous stone type, open standpipe piezometers placed at differing levels in the stratigraphy.

Manchester Airport, Manchester, NH

GSI designed well points, eductor wells, and interceptor drains for the Taxiway M project in Manchester, Verizon Wireless Arena, Manchester, NH.

Verizon Civic Center, Manchester, NH

GSI was responsible for the design and monitoring of a dewatering system to effectively predrain the site of the Manchester Civic Center. The necessary dewatering was accomplished using a series of collector wells and electric submersible pumps. During the dewatering system operation, GSI monitored the drawdown with observation wells and reviewed the foundation excavation subgrades.

PROPOSAL FORM

**MULTUSE ATHLETIC FIELD ASSESSMENT
TOWN OF HUDSON, NEW HAMPSHIRE**

THE UNDERSIGNED HEREBY OFFERS TO PROVIDE ENGINEERING SERVICES FOR THE ABOVE.

1. Engineering Services :

Engineering services for the project listed above.

\$ 6,000.00

Length of the warranty for labor shall be one year from the date of Project acceptance

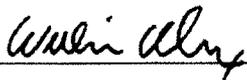
Length of the warranty for materials shall be one year from the date of Project acceptance

The warranty shall include parts, labor, and travel to and from the site to remedy any warranty repairs.

The undersigned acknowledges:

1. That he/she is an authorized agent of the vendor submitting this proposal
2. The receipt of the following addenda:
None
3. The firm submitting this bid has never defaulted on any municipal, state, federal or private contract
4. The undersigned hereby certifies that he is able to furnish labor that can work in harmony with all other elements of labor employed or to be employed on the work.
5. The undersigned hereby certifies that he (has) (has not) (CIRCLE ONE) performed work subject to the President's Executive Order No. 11246 entitled "Equal Employment Opportunity."
6. The undersigned hereby acknowledges that he has read this proposal in its entirety and understands and agrees to all provisions contained herein.

Company: Wilcox & Barton, Inc.

Signed by: 

Printed or typed name: William R. Wilcox

Address: #1B Commons Drive, Londonderry NH 03053

Telephone number: (603) 369-4191 **fax number:** (603) 369-6639

Toll free number: (888) 777-5805 **e-mail:** _____

Cell phone number: (603) 731-9883

Primary point of contact: Erin R. Lambert, P.E.

Payment terms and conditions: 1 invoice at completion of work, to be paid within 30 days
in accordance with RFP-10

Please fill out, sign and return to:

Town of Hudson
Town Engineer
Mr. Elvis Dhima, P.E.,
12 School Street, Hudson, NH 03051
603-886-6008; 603-594-1142 (Fax)
edhima@hudsonnh.gov

Due Date/Time: October 4th, 2019, Not Later Than 10:00 AM

SPECIFICATIONS EXCEPTION FORM

**MULTUSE ATHLETIC FIELD ASSESSMENT
TOWN OF HUDSON, NEW HAMPSHIRE**

In the interest of fairness and sound business practice, it is mandatory that you state any exceptions taken by you to our specifications.

It should not be the responsibility of the Town of Hudson to ferret out information concerning the materials, which you intend to furnish.

If your bid/quotation does not meet all of our specifications, you **must** so state in the space provided below:

Proposals on equipment, vehicles, supplies, service and materials not meeting specifications may be considered by the Town, however, all deviations must be listed above.

If your proposal does not meet our specifications, and your exceptions are not listed above, the Town of Hudson may claim forfeiture on your proposal bond, if submitted.

Signed: William Allyn
I DO meet specifications

Signed: _____
I DO NOT meet specifications as listed in this bid; exceptions are in the space provided.

Failure to submit this form with your RFP response may result in your Proposal being rejected as unresponsive.

Alternate Form
W-9
(rev 01/2011)

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Name (as shown on your income tax return)

Wilcox & Barton, Inc.

Business name/disregard entity name, if different from above

Check appropriate box for federal tax classification (required): Individual/ Sole proprietor C Corporation S Corporation

Partnership

Trust/estate

Exempt payee

Limited Liability Company - Enter the tax classification (C= Corporation, S-S Corporation, P= Partnership)

Other (see instructions)

Address (number, street, and apt. or suite no.)

P.O. Box 1630

City, state, and ZIP code

Derry, NH 03038

Requester's name and address (optional)

Town of Hudson

12 School Street

Hudson, N H 03051

List account number(s) here (optional)

Part I

Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3. **Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social Security number -

Employer identification number -

03-0368434

Part II

Certification

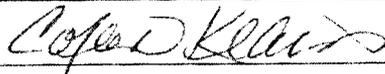
Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

Certification instructions: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.

Sign Here

Signature of U.S. Person



Date:

October 1, 2019

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to: 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued), 2. Certify that you are not subject to backup withholding, or 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income. **Note.** If a requester give you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9. Pursuant to IRS Regulations, you must furnish your Taxpayer IRS Identification Number (TIN) to the City whether or not you are required to file tax returns. If this number is not provided, you may be subject to required withholding on each payment made to you. To avoid this withholding & to ensure that accurate tax information is reported to the IRS, **A RESPONSE IS REQUIRED.**

**MULTUSE ATHLETIC FIELD ASSESSMENT
TOWN OF HUDSON, NEW HAMPSHIRE**

**THE FOLLOWING INDEMNIFICATION AGREEMENT SHALL BE, AND IS
HEREBY A PROVISION OF ANY CONTRACT**

The successful contractor agrees to indemnify, defend and save harmless the Town, its officials, officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers and any other person, firm, or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation which may be injured or damaged by the contractor in the performance of this contract. In any case, the foregoing provisions concerning indemnification shall not be construed to indemnify the Town for damage arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Town or its employees. This indemnification shall survive the expiration or early termination of this contract.

Company Wilcox & Barton, Inc.

Taxpayer identification number 03-0368434

Authorized signature *Walter Barton*

Date October 1, 2019

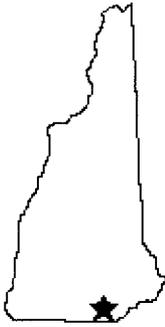
Address #1B Commons Drive, Unit 12B, Londonderry, NH 03038

Telephone (603) 369-4190

Toll-free number (888) 777-5805

Fax number (603) 369-6639

E-mail address wwilcox@wilcoxandbarton.com



TOWN OF HUDSON

FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051

8.6

Agenda
10-22-19



Emergency 911
Business 603-886-6021
Fax 603-594-1164

Robert M. Buxton
Chief of Department

TO: David Morin
Chairman

FR: Robert M. Buxton *RMB*
Fire Chief

DT: October 15, 2019

RE: October 22, 2019 BOS Public Agenda

RECEIVED
OCT 17 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

Please place the following item on the above-indicated agenda from the Fire Department.

Attached you will find a notice to retire from Firefighter/Paramedic Thomas Sullivan effective October 31, 2019.

Firefighter Sullivan has been an employee of the Town of Hudson for the past 30 years and an active member within the Hudson Fire Department for the past 35 years. Throughout his career with the Hudson Fire Department, he has worked in various positions and has been the recipient of several acknowledgements and awards. We are grateful for his service and appreciate all that he has contributed during his tenure here with the department.

We ask the Board of Selectman to accept his intent to retire and we send him off with the best wishes in his retirement.

Motion #1:

To accept the notice to retire from Firefighter/Paramedic Thomas Sullivan effective October 31, 2019 with the Board's thanks and appreciation.

Thomas L. Sullivan
128 Fox Hollow Drive
Hudson, N.H. 03051
603-883-3563

RECEIVED
OCT 15 2019
BY: FMP

October 15, 2019

Chief Buxton,

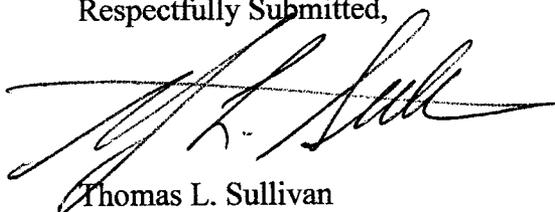
After careful consideration, and consultation with family and friends, I have decided to retire from the Hudson Fire Department, effective October 31, 2019. This letter will also serve as my two week notice to the Town of Hudson, NH and I will be collecting State of NH, Group II retirement benefits.

I have been a member of the organization since August 30, 1984, starting as a Hudson Fire Department Post #551 Fire Explorer, rising to the position of Call Firefighter in October 1989 and Permanent Full-Time Member on October 3, 1991. Over the years I have held the titles of Acting Lieutenant, Firefighter, Paramedic, Dispatcher, Fire Alarm Technician, Rescue Diver, Union and Association Board Member, committee member, co-worker and friend.

My most significant educational accomplishments during this time include an Associate Degree in Fire Science, NREMT Paramedic, Company Officer II, Firefighter III, Fire Instructor, Fire Apparatus Driver/Operator, Leadership II, Rescue Diver Certifications and IMSA Fire Alarm Technician.

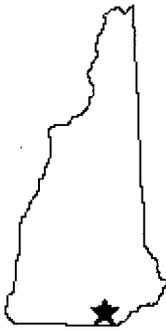
Over the years I have also been recognized with a Life Saving Medal, Fire Chiefs Award, Hudson NH Grange #11 Firefighter of the Year, VFW Loyalty Day Award and 7 Unit Citations for actions in the line of duty.

Respectfully Submitted,



Thomas L. Sullivan

cc: BOS, Town Manager, L3154, personnel file



TOWN OF HUDSON

FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051



*Agenda
10-22-19*

Emergency 911
Business 603-886-6021
Fax 603-594-1164

Robert M. Buxton
Chief of Department

TO: David Morin
Chairman

FR: Robert M. Buxton
Fire Chief

RMB

DT: October 17, 2019

RE: October 22, 2019 BOS Public Agenda

RECEIVED

OCT 17 2019

TOWN OF HUDSON
SELECTMEN'S OFFICE

Please place the following item on the above-indicated agenda from the Fire Department.

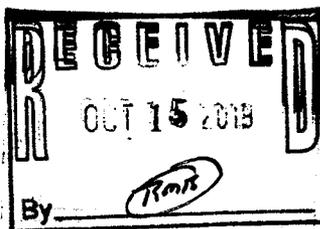
Attached you will find a letter to resign from Lieutenant/AEMT Dennis Haerinck effective October 29, 2019.

Lieutenant Haerinck has been an employee of the Town of Hudson for the past 14 ½ years. We are grateful for his service and appreciate all that he has contributed during his tenure here with the department.

We ask the Board of Selectman to accept his letter of resignation and we send him off with the best wishes in his future endeavors.

Motion #1:

To accept the letter of resignation from Lieutenant/AEMT Dennis Haerinck effective October 29, 2019 with the Board's thanks and appreciation.



Dennis Haerinck
206 Melendy Rd
Milford, NH 03055
603.759.5590
ddhaerinck@mac.com

October 15, 2019

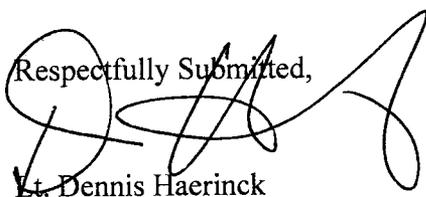
Chief Robert Buxton
Hudson NH Fire Department
15 Library St.
Hudson, NH 03051

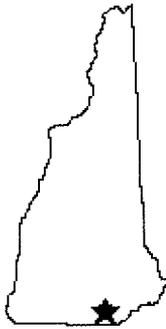
Dear Chief Buxton,

Please accept this letter as my formal resignation from the Hudson Fire Department, effective two weeks from October 15, 2019.

In accordance with Town of Hudson policy, my last day of employment will be scheduled two weeks from the effective date on this letter to ensure the reimbursement of my earned benefits. That date is scheduled to be October 29, 2019.

I would like to extend my gratitude to the Town of Hudson and it's community for 15 years of employment. And I wish the members of the Hudson Fire Department safety and success.

Respectfully Submitted,

Lt. Dennis Haerinck



TOWN OF HUDSON

FIRE DEPARTMENT

39 FERRY STREET, HUDSON, NEW HAMPSHIRE 03051

8.I. Agenda
10-22-19



Emergency 911
Business 603-886-6021
Fax 603-594-1164

Robert M. Buxton
Chief of Department

TO: David Morin
Chairman

FR: Robert M. Buxton *FIRE*
Fire Chief

DT: October 10, 2019

RE: October 22, 2019 BOS Public Agenda

RECEIVED
OCT 17 2019
TOWN OF HUDSON
SELECTMEN'S OFFICE

Please place the following item on the above-indicated agenda from the Fire Department.

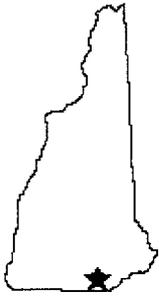
Attached you will find a notice to retire from Deputy Chief John J. O'Brien effective November 1, 2019.

Deputy O'Brien has been an employee of the Town of Hudson for the past 7 years and a member of the fire service for 44 years. He has served his time well and we appreciate all that he has contributed during his tenure here with our department.

We ask the Board of Selectman to accept his intent to retire and we send him off with the best wishes in his retirement.

Motion #1:

To accept the notice to retire from Deputy Chief John J. O'Brien effective November 1, 2019 with the Board's thanks and appreciation.



TOWN OF HUDSON

FIRE DEPARTMENT

INSPECTIONAL SERVICES DIVISION



12 SCHOOL STREET, HUDSON, NEW HAMPSHIRE 03051

Emergency 911
Business 603-886-6005
Fax 603-594-1142

Robert M. Buxton
Chief of Department

RECEIVED
OCT 08 2019

BY: RMB.....

October 8, 2019

Robert Buxton, Fire Chief
Hudson Fire Department
39 Ferry Street
Hudson, NH 03051

RE: Retirement

Chief,

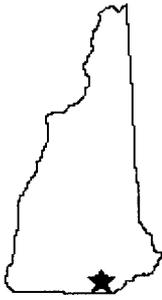
Please be advised that I will be retiring from the Hudson Fire Department effective November 1st, 2019.

I would like to thank you for not only your support but also your friendship. In addition, I would like to thank the Board of Selectmen, Town Administrator Steve Malizia and all Town employees for their support and assistance. Last but not least, I would like to thank the Firefighters of the Hudson Fire Department. I have always thought of myself as a Firefighter first and foremost, and I am deeply impressed by the men and women of this Department for what they do day in / day out.

Stay safe and be careful.

Respectfully submitted,

John J. O'Brien
Deputy Fire Chief



TOWN OF HUDSON

Board of Selectmen

Agenda
10-22-19



12 School Street · Hudson, New Hampshire 03051 · Tel: 603-886-6024 · Fax: 603-598-6481

Meeting Schedule 2020

To: Board of Selectmen
 From: Steve Malizia, Town Administrator
 Date: October 15, 2019
 Subject: 2020 Meeting Schedule for the Board of Selectmen

The following dates are presented for the Board's consideration and approval as the proposed meeting schedule for 2020. Workshops, if necessary, are held on the first Tuesday of each month and the regular meetings are on the second and fourth Tuesday of each month, unless otherwise noted.

<u>Workshop Dates</u>	<u>Regular Meeting Dates</u>	
January 7	14	28
February 4	10*	25
March 3	9**	24
April 7	14	28
May 5	12	26
June 2	9	23
July -	14	28
August 4	11	25
September 1	15***	22
October 6	13	27
November 2	10	24
December 1	8	

* February 11th meeting to February 10th – Presidential Primary
 ** March 10th meeting to March 9th – Town Meeting
 *** September 8th meeting to September 15th – State Primary

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